

TO:

# NOTICE - FORBIDDING TRESPASS

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You are hereby notified that you are FORBIDDEN to TRESPASS or enter upon my lands, dwellings and curtilage thereof at:

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Failure to comply with this NOTICE shall result in your prosecution for TRESPASSING, pursuant to § 18.2-119 of the 1950 Code of Virginia, as amended.

Signature of: \_\_\_\_\_

(Month)	(Day)	(Year)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			Owner	Tenant	Owner's Agent	Manager of above named business

### INSTRUCTIONS FOR COMPLETING THE NOTICE FORBIDDING TRESPASS

Attached form should be TYPEWRITTEN or PRINTED CLEARLY using a ball point pen and pressing firmly to ensure that all copies are legible. VALID SERVICE REQUIRES THIS NOTICE BE SERVED IN PERSON.

### TO OBTAIN PROPER SERVICE, YOU MUST USE ONE OF THE FOLLOWING METHODS:

1. For service in Prince William County, you can deliver this NOTICE to the PWC Sheriff's Office in the Judicial Center at 9311 Lee Avenue, Manassas. You must contact the Sheriff's Office at 703-792-6070 to determine the fee and method of payment thereof. After service of the process, a copy will be returned to you, for your retention, through the United States Postal Service.
2. You may serve this NOTICE, in person, to the above named individual. After service, you must appear before a Notary Public or the Magistrate and complete the block below attesting to said service.
3. Have this NOTICE served, in person, by anyone at least 18 years of age. If served in this manner, the person making the service must appear before a Notary Public or a Magistrate to swear, under oath, that this NOTICE was served in person.
4. Have this NOTICE served by a Private Process Server. These people are in a private business and you must contact them for the amount of their fees. As in Paragraph 3 above, the process server must have their service notarized.

### VIOLATIONS OF THE NOTICE - FORBIDDING TRESPASS

Should a violation of the NOTICE occur, you should call the Police. If the person you have FORBIDDEN TRESPASS has left the property before the Police arrive, you will be directed by the Police to bring the properly served NOTICE to the Office of the Magistrate and complete a Citizen's Criminal Complaint. Based on sworn testimony and this criminal complaint, a warrant of arrest may be issued.

I certify that I served the above named person with this notice, in person, on:	
Date	Name Printed
SIGNATURE OF PERSON MAKING SERVICE	
SWORN TO AND SUBSCRIBED BEFORE ME THIS	
DAY OF	, 20
<input type="checkbox"/> MAGISTRATE <input type="checkbox"/> NOTARY PUBLIC	
IF NOTARY, MY COMMISSION EXPIRES: _____	

<b>FOR LAW ENFORCEMENT SERVICE ONLY</b>
<b>SERVED:</b>
DATE AND TIME OF SERVICE
SERVING OFFICER / BADGE NO.
AGENCY AND JURISDICTION
FOR:
SHERIFF