

**Maureen G. Kelly, Clerk  
Clerk of Common Pleas Court  
Lake County, Ohio**

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Judgment Creditor	*	Case No. _____
	*	
VS.	*	Judge _____
	*	
	*	
	*	
	*	MOTION OF JUDGMENT CREDITOR FOR ORDER
	*	OF GARNISHMENT OF PROPERTY OTHER THAN
Judgment Debtor	*	PERSONAL EARNINGS. <sup>1</sup>

The Judgment Creditor moves the Court to issue an Order of Garnishment of Property other than Personal Earnings against the Judgment Debtor naming \_\_\_\_\_ as Garnishee.

\_\_\_\_\_  
Attorney Name

\_\_\_\_\_  
Attorney Address

\_\_\_\_\_  
Attorney Phone

\_\_\_\_\_  
Attorney Supreme Court I.D.

**MEMORANDUM**

Pursuant to Section 2716.11 et seq. of the Ohio Revised Code, the Judgment Creditor is entitled to the requested Order because the Judgment Creditor has obtained judgment against the Judgment Debtor and the Garnishee holds property other than personal earnings that belongs to the Judgment Debtor and is not exempt from execution.

\_\_\_\_\_  
Attorney for Judgment Creditor

<sup>1</sup>Ex parte motion. Civ.R 5(A). File with Affidavit (Apco Form No. 415), Order and Notice of Garnishment (Apco Form No. 416), Notice to The Judgment Debtor and Request for Hearing (Apco Form No. 417). (Note-some courts may themselves provide some of the required forms.) Motion required by Civ.R. 7(B).

# AFFIDAVIT, ORDER AND NOTICE OF GARNISHMENT OF PROPERTY OTHER THAN PERSONAL EARNINGS AND ANSWER OF GARNISHEE

THE STATE OF OHIO  
COUNTY OF LAKE

SS

COMMON PLEAS COURT

Painesville, Ohio

JUDGMENT CREDITOR  
VS

CASE NO. \_\_\_\_\_

JUDGMENT DEBTOR

JUDGE \_\_\_\_\_

## AFFIDAVIT

Having first been duly sworn or solemnly affirmed to do so, I hereby state that I am the judgment creditor or the attorney for the judgment creditor in the above referenced case against the named judgment debtor that the garnishee named in section A may have in the garnishee's hands or control money, property, or credits, other than personal earnings, of the judgment debtor

AMOUNT NOW DUE \$ \_\_\_\_\_

\_\_\_\_\_ may

DESCRIPTION OF PROPERTY / BANK ACCOUNT INFORMATION \_\_\_\_\_

Attorney Name

Sworn to and subscribed before me  
this \_\_\_\_\_ day of \_\_\_\_\_

Attorney Address

Attorney Phone

Notary Public / Deputy Clerk

Attorney Supreme Court I.D.

## SECTION A. COURT ORDER AND NOTICE OF GARNISHMENT

To: \_\_\_\_\_, Garnishee

The Judgment Creditor in the above case has filed an affidavit, satisfactory to the undersigned, in this court stating that you may have money, property, or credits, other than personal earnings, in your hands or under your control that belong to the Judgment Debtor.

You are therefore ordered to complete the "Answer of Garnishee" in Section (B) of this form. Return one completed and signed copy of this form to the clerk of this court, together with the amount determined in accordance with the "Answer of Garnishee" by the following date on which a hearing is tentatively scheduled relative to this Order of Garnishment

Deliver one completed and signed copy of this form to the judgment debtor prior to that date. Keep the other completed and signed copy of this form for your files.

The Total Probable Amount now due of this judgment is \$ \_\_\_\_\_

The Total Probable Amount now due includes the unpaid portion of the Judgment in favor of the Judgment Creditor, which is \$ \_\_\_\_\_, Interest on that Judgment and, if applicable, prejudgment interest relative to that Judgment at the rate of \_\_\_\_\_% per Annum payable until that Judgment is satisfied in full; and court costs in the amount of \$ \_\_\_\_\_.

You also are ordered to hold safely anything of value that belongs to the Judgment Debtor and that has to be paid to the court, as determined under the "Answer of Garnishee" in Section (B) of this form, but that is of such a nature that it cannot be so delivered, until further order of the court.

Witness my hand and the seal of this court this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

JUDGE

**SECTION B. ANSWER OF GARNISHEE****(Answer All Pertinent Questions)**

Now comes \_\_\_\_\_ the garnishee herein who says:

1. That the Garnishee has more than \$425 in money, property or credits, other than personal earnings, of the judgment debtor under The Garnishee's control and in the Garnishee's possession. ☐ YES ☐ NO

If yes, amount over \$425 \_\_\_\_\_

2. That property is described as:

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3. If the answer to line 1 is "yes" and the amount is less than the probable amount owed now due on the judgment as indicated in Section (A) of this form, sign and return this form and pay the amount of line 1 to the Clerk of Court.
4. If the answer to line 1 is "yes" and the amount is greater than the probable amount now due on the Judgment, as indicated in Section (A) of this form, sign and return this form and pay that probable amount now due to the Clerk of this Court.
5. If the answer to line 1 is "yes" but the money, property, or credits are of such a nature that they cannot be delivered to the Clerk of Court, indicate that by placing an "X" in this space ☐. Do not dispose of that money, property, or credits or give them to anyone else until further order of the court.
6. If the answer to line 1 is "no", sign and return this form to the Clerk of this Court.

I certify that the statements above are true.

\_\_\_\_\_  
(Print Name of Garnishee)

\_\_\_\_\_  
(Print Name and Title of Person Who Completed Form)

Signed \_\_\_\_\_  
(Signature of Person Completing Form)  
(Sign all copies)

Copy delivered to Judgment Debtor this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

SECTION A SHALL BE FILLED IN BEFORE SERVICE SECTION B SHALL BE FILLED IN BY THE GARNISHEE AND THE ORIGINAL FILED WITH THE COURT AS HIS ANSWER THE GARNISHEE MAY KEEP ONE COMPLETED COPY AND SHALL DELIVER THE OTHER COMPLETED TO THE JUDGMENT DEBTOR

TO SHERIFF, CONSTABLE, BAILIFF

You are hereby directed to serve three (3) copies of this order of Garnishment of property other than personal earnings, together with the Garnishee's fees as provided for in O.R.C. 2716.12 with a written notice that the Garnishee answer as provided in O.R.C. 2716.21 on the Garnishee named herein.

\_\_\_\_\_  
Clerk – Deputy Clerk

**RETURN OF SERVICE**

Received \_\_\_\_\_

\_\_\_\_\_  
(Sheriff – Bailiff- Constable)

Return and filed \_\_\_\_\_

I certify this to be a true copy of the original Order and Notice with all endorsements thereon.

On the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

I served this writ on the within named by

☐ personal service

☐ other (O.R.C. 2716.21) \_\_\_\_\_

**FEES**

Service and return \_\_\_\_\_

Mileage \_\_\_\_\_

\_\_\_\_\_  
(Sheriff – Bailiff – Constable)

By \_\_\_\_\_

Deputy

**LAKE COUNTY  
COMMON PLEAS COURT  
LAKE COUNTY, OHIO**

25 N. Park Place, P.O. Box 490 Painesville, Ohio 44077

\_\_\_\_\_  
Judgment Creditor

Case No. \_\_\_\_\_

VS.

\_\_\_\_\_  
Judgment Debtor

**INSTRUCTIONS FOR SERVICE  
(GARNISHMENT -OTHER THAN)**

**To The Clerk:**

**SERVICE ON GARNISHEE**

Serve the Garnishee, \_\_\_\_\_  
(Name and address of Garnishee)

by \_\_\_\_\_ with three copies of the Order of garnishment and notice to appear and  
(Type of Service)

Answer issued in this cause together with the sum of \$1.00 which is supplied herewith.

**SERVICE OF JUDGMENT DEBTOR**

Serve the Judgment Debtor, \_\_\_\_\_  
(Name and address of Judgment Debtor)

by \_\_\_\_\_ with two copies of the notice to the judgment debtor of garnishment, and  
(Type of Service)

one copy of the request for hearing form.

\_\_\_\_\_  
(Name of attorney or party submitting)

\_\_\_\_\_  
(Address of attorney or party submitting)

\_\_\_\_\_  
(Address of attorney or party submitting)

\_\_\_\_\_  
(Phone Number of attorney or party submitting)

\_\_\_\_\_  
(Supreme Court I.D.)

\* Note: you may attach a sheet with any additional Garnishees

# NOTICE TO JUDGMENT DEBTOR

COMMON PLEAS COURT  
LAKE COUNTY

Painesville, Ohio

JUDGMENT CREDITOR  
VS

CASE NO. \_\_\_\_\_

Judge \_\_\_\_\_

JUDGMENT DEBTOR

**MONEY – PROPERTY - CREDITS**

This is a legal notice in reference to a Court Order. You must read and follow all of the directions contained herein. If you have any questions concerning this notice, please contact the Clerk of Courts.

You are hereby notified that this court has issued an order in the above case in favor of

\_\_\_\_\_  
(Name and Address of Judgment Creditor)

the judgment creditor in this proceeding, directing that some of the money in excess of four hundred dollars, property, or credits, other than  
personal earnings that now may be in the possession of the \_\_\_\_\_

\_\_\_\_\_  
(Name and Address of Garnishee)

the garnishee in this proceeding be used to satisfy your debt to the judgment creditor. This order was issued on the basis of the judgment creditor's judgment against you that was obtained in \_\_\_\_\_  
Court, in Case No. \_\_\_\_\_ on \_\_\_\_\_, \_\_\_\_\_

Upon your receipt of this notice, **you** are prohibited from removing or attempting to remove the money, property, or credits until

Credits until expressly permitted by the court. Any violation of this prohibition subjects you to punishment for contempt of court.

The law of Ohio and the United States provides that certain benefit payments cannot be taken from you to pay a debt. Typical among the benefits that cannot be attached or executed upon by a creditor are the following:

- (1) Workers Compensation Benefits;
- (2) Unemployment Compensation Payments;
- (3) Cash assistance payments under the Ohio works first program;
- (4) Benefits and Services under the prevention, retention and contingency program;
- (5) Disability assistance administered by the Ohio Department of Job and Family Services;
- (6) Social Security Benefits;
- (7) Supplemental Security Income (S.S.I.);
- (8) Veteran's Benefits;
- (9) Black Lung Benefits;
- (10) Certain pensions.

There may be other benefits not included in the above list that apply in your case.

If you dispute the judgment creditor's right to garnish your property and believe that the judgment creditor should not be given your money, property, or credits, other than personal earnings, now in the possession of the garnishee because they are exempt or if you feel that his order is improper for any other reason, you may request a hearing before this court by disputing the claim in the request for hearing form, attached, or in a substantially similar form, and delivering the request for hearing to this court at the above address, at the office of the Clerk of this Court no later than the end of the fifth business day after you receive this notice. You may state your reasons for disputing the judgment creditor's right to garnish your property in the space provided on the form however you are not required to do so. If you do state your reasons for disputing the judgment creditor's right, you are not prohibited from stating any other reason at the hearing. If you do not state your reasons, it will not be held against you by the court and you can state your reasons at the hearing. **No objections to the judgment itself will be heard or considered at the hearing.**

If you request a hearing, the hearing will be limited to a consideration of the amount of your money, property, or credits other than personal earnings, in the possession or control of the garnishee, if any, that can be used to satisfy all or part of the judgment you owe to the judgment creditor.

If you request a hearing by delivering your request for hearing no later than the end of the fifth business day after you receive this Notice, it will be conducted in \_\_\_\_\_ courtroom  
\_\_\_\_\_, at \_\_\_\_\_ am /p.m. on \_\_\_\_\_.  
(Address of Court)

You may request a hearing by delivering your request for hearing no later than the end of the fifth business day after you receive this notice. If you do not request a hearing by delivering your request for hearing no later than the end of the fifth business day after you receive this notice, some of your money, property, or credits, other than personal earnings, will be paid to the judgment creditor.

If you have any questions concerning this matter, you may contact the office of the clerk of this court. If you want legal representation you should contact your lawyer immediately. If you need the name of a lawyer, contact the local Bar Association.

\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Clerk of Courts

By \_\_\_\_\_  
Deputy Clerk

# REQUEST FOR HEARING (Money – Property-Credits)

Case No. \_\_\_\_\_ Court,

Judge \_\_\_\_\_, Ohio,

I dispute the judgment creditor's right to garnish my money, property, or credits, or other than personal earnings, in the above case and request that a hearing in this matter be held \_\_\_\_\_ the date time set forth in  
(Insert "on" or earlier than")  
the document entitled "NOTICE TO THE JUDGMENT DEBTR" that I received with this request form.

I dispute the judgment creditor's right to garnish my property for the following reasons: (1)

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**I UNDERSTAND THAT NO OBJECTIONS TO THE JUDGMENT ITSELF WILL BE HARD OR CONSIDERED AT THE HEARING.**

Date: \_\_\_\_\_

\_\_\_\_\_  
(Name of Judgment Debtor-Print)

\_\_\_\_\_  
(Signature)

**WARNING: IF YOU DO NOT DELIVER THIS REQUEST FOR HEARING OR A REQUEST IN A SUBSTANTIALLY SIMILAR FORM TO THE OFFICE OF THE CLERK OF THIS COURT WITHIN FIVE (5) BUSINESS DAYS OF YOUR RECEIPT OF IT, YOU WAIVE YOUR RIGHT TO A HEARING AND SOME OF YOUR MONEY, PROPERTY, OR CREDITS, OTHER THAN PERSONAL EARNINGS, NOW IN THE POSSESSION OF** \_\_\_\_\_

(Garnishee's Name)

\_\_\_\_\_ **WILL BE PAID TO** \_\_\_\_\_ **TO SATISFY**  
(Judgment Creditor's Name)

**SOME OF YOUR DEBT TO** \_\_\_\_\_  
(Judgment Creditor's Name)