

**AFFIDAVIT, ORDER AND NOTICE OF GARNISHMENT OF PROPERTY OTHER THAN
PERSONAL EARNINGS AND ANSWER OF GARNISHEE
(O.R.C. 2716.11, 12, 13)**

**GUERNSEY COUNTY COMMON PLEAS COURT
CLERKS OFFICE – CIVIL DIVISION
801 WHEELING AVENUE
CAMBRIDGE, OHIO 43725**

JUDGMENT CREDITOR

VS

CASE NO. _____

JUDGMENT DEBTOR

AFFIDAVIT

State of Ohio, Guernsey County ss:

The undersigned, being first duly cautioned and sworn, affirmed according to law, says that I am the Attorney/judgment creditor herein who heretofore recovered or certified a judgment in the Common Pleas Court of Guernsey County, Ohio against the judgment debtor named above; and that the person or entity named as garnishee in Section (A) below may have in the garnishee's hands or control money, property, or credits, other than personal earnings, of the judgment debtor. Such property is described as follows:

DESCRIPTION OF PROPERTY:

SECTION A: COURT ORDER AND NOTICE OF GARNISHMENT

To: _____, **GARNISHEE NAME AND ADDRESS**

The Judgment Creditor in the above case has filed an affidavit, satisfactory to the undersigned, in this court stating that you 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” form 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: _____, 20____. 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 ON 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 are also 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 SEAL OF THE COURT THIS _____ **DAY OF** _____, **20** ____.

DATE

JUDGE OF THE GUERNSEY COUNTY COMMON PLEAS COURT

SECTION B. ANSWER OF GARNISHEE

Now comes _____, the **GARNISHEE** who says:

1. That the **GARNISHEE** has more than **\$450.00** in money, property, or credits, other than personal earnings, of the Judgment Debtor under the Garnishee's control and in the Garnishee's possession.

NO YES IF YES, AMOUNT OVER \$450.00: \$ _____

2. That property is described as:

3. If the answer to **LINE 1** is "**YES**" and the amount is less than the probable amount now due on the judgment as indicated in **SECTION A** of this form, sign and return this form and pay the amount to the **CLERK OF COURTS**.
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 the probable amount now due to the **CLERK OF COURTS**.
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 this Clerk of Court, indicate that by placing an "X" in this box . 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 COURTS**.

ANSWER DATE OF GARNISHEE: _____

(A copy of this answer, with or without any payment that may be due **MUST** be returned to the Clerk of this Court **PRIOR** to the above answer date)

I certify that the statements above are true.

PRINT NAME OF GARNISHEE

PRINT NAME OF PERSON COMPLETING FORM

PRINT TITLE OF PERSON COMPLETING FORM

SIGNATURE OF PERSON COMPLETING FORM

DATE

PHONE NUMBER

Mail a completed copy of this form to the Guernsey County Clerk of Courts, Civil Division, 801 Wheeling Avenue D-200, Cambridge, Ohio 43725. The Clerk of Courts garnishment desk phone number is (740) 432-9233.

IMMEDIATELY deliver one (1) completed copy of this form to EACH judgment debtor.