

WRIT OF ATTACHMENT ON PERSONAL PROPERTY

Intake Sheet

_____ **Writ of Attachment**

Original and copy for each defendant

_____ **Certified Copy of the order**

Stating that it is a Pre-judgment Writ

_____ **Copy of the Bond on Attachment**

That was filed with the court

_____ **Letter of Instruction to include:**

Description & location of property to be seized

Address of judgment debtor(s)

The bonded transportation & storage company to be used. (If you have no preference, indicate “transport & store at the discretion of the Sheriff”).

Value of the property to be seized

_____ **Bond of Indemnity to the Sheriff**

Twice the value of the property to be levied upon

(Minimum bond is \$5,000.00)

_____ **Sheriff’s Notice Regarding Storage (blue sheet)**

Have attorney or plaintiff sign it. This is to let them

know that they are responsible for storage fees

_____ **Sheriff’s Fee**

\$84.00 + mileage to the location of the property and

\$6.00 for each certified mailing to judgment debtor(s)