

WRIT OF EXECUTION INSTRUCTION FORM

**IT IS NOT THE DUTY OF THE SHERIFF'S OFFICE TO LOCATE THE ASSETS OF THE JUDGMENT DEBTOR.
THIS IS YOUR RESPONSIBILITY AS THE JUDGMENT CREDITOR OR THEIR ATTORNEY.**

Name of Judgment **Debtor**: _____

Debtor's Address: _____

Social Security Number (if known): _____ Date of Birth: _____

Additional Debtor Name, Address, SSN and DoB, if applicable: _____



BANK LEVY:

1. Sign the original Writ of Execution.
2. Attach a \$150.00 deposit made payable to the Hennepin County Sheriff's Office.
3. Attach a **separate** \$15.00 legal fee (check or money order) made payable to the financial institution.

Bank Name: _____

Bank Address: _____

Account # (if known) _____



WAGE LEVY:

1. Mail an **Execution Exemption Notice*** to the debtor's last known address 10 days before delivering the Writ of Execution to the Sheriff. **Date mailed:** _____
2. Sign the original Writ of Execution.
3. Attach a \$150.00 deposit made payable to the Hennepin County Sheriff's Office.
4. Attach a **separate** \$15.00 legal fee (check or money order) made payable to the employer.

Employer Name: _____

Employer Address: _____

Deliver this form along with the original Writ of Execution and fees, to:

Hennepin County Sheriff, Civil Division, 350 S. 5th St. Room 190, Minneapolis, MN 55415

Judgment Creditor Name: _____

Attorney Name and Law Firm, if applicable: _____

Address: _____

Email Address: _____ Phone: _____

Signature: _____ Date: _____

*Exemption notices can be downloaded from: www.hennepinsheriff.org/services/civil-process-services > Execution exemption notice (PDF)