

**IN THE CIRCUIT COURT OF THE THIRTEENTH JUDICIAL CIRCUIT
GRUNDY COUNTY, ILLINOIS**

Plaintiff

Vs.

Defendant

Employer

No. _____

Return Date: _____

AFFIDAVIT FOR WAGE DEDUCTION ORDER

_____ on oath states:

1. I believe employer _____ is indebted to the judgment debtor _____ for wages due or to become due. Employer's address is as follows: _____
2. The last known address of the judgment debtor is _____

I request that a summons issue directed to employer and I certify that a copy of the attached Wage Deduction Notice was mailed to judgment debtor, by first class mail, and his/her last known address prior to filing of this wage deduction proceeding.

Name: _____
Attorney: _____
Address: _____
City/Zip: _____
Phone: _____

Affiant: _____

Under penalty of perjury as provided by law pursuant to 735 ILCS 5/1-109 the affiant certifies that the statements set forth herein are true and correct.

CERTIFICATE OF ATTORNEY OR JUDGMENT CREDITOR

Note: Non-Attorneys must also submit a copy of the underlying judgment or a certification by the clerk of the court that entered the judgment.

I, the undersigned certify under penalties as provided by law pursuant to 735 ILCS 5/1-109 that the following information is true:

- | | |
|--|----------|
| 1. Judgment in the above captioned case was entered on _____ | |
| 2. The amount of judgment was | \$ _____ |
| 3. Allowable costs previously expended: | |
| a. Initial filing fee | \$ _____ |
| b. Original and alias summons | \$ _____ |
| c. Filing and summons costs of prior supplementary proceedings | \$ _____ |
| 4. Filing and summons costs for this proceeding | \$ _____ |
| 5. Statutory interest due on Judgment from date above | \$ _____ |
| Total | \$ _____ |

DEDUCT: Total amount paid by or on behalf of the judgment debtor prior to this proceeding \$ _____
BALANCE DUE JUDGMENT CREDITOR \$ _____

Attorney or Judgment Creditor (over)

Four (4) copies of this affidavit for Garnishment and Answer to Interrogatories must be sent to the Garnishee. (735 ILCS 5/12-701)

**IN THE CIRCUIT COURT OF THE THIRTEENTH JUDICIAL CIRCUIT
GRUNDY COUNTY, ILLINOIS**

Return Date _____

Case Number: _____

INTERROGATORIES/ANSWER TO WAGE DEDUCTION PROCEEDINGS

Employer/Agent: _____, certifies under penalty of perjury that the following Answer is true and correct to the best of her/his knowledge and belief concerning the property of the judgment debtor.

Debtor Name: _____

Do you pay monies to the judgment debtor listed above? Yes _____ No _____

State whether any funds paid to the debtor are for disability, retirement or are in any other way exempt or subject to other Court Order: _____

One Pay Period equals: _____ day(s) _____ week(s) _____ month(s)

CALCULATION TO DETERMINE AMOUNT OF WITHHOLDING:

- | | | |
|---|--|-----------|
| (A) Gross Wages minus <u>mandatory</u> contributions to pension or retirement plans is | | (A) _____ |
| (B) <u>Method I</u> – 15% of (A) = | | (B) _____ |
| <u>Method II</u> | | |
| (C) Enter Total FICA, State and Federal Tax and Medicare | | (C) _____ |
| (D) Subtract (C) from (A) = | | (D) _____ |
| (E) Enter minimum wage per pay period (for each week in pay period, 45 times the federal minimum hourly wage or, under a wage deduction Summons served on or after January 1, 2006, the minimum hourly wage prescribed by Section 4 of the Illinois Minimum Wage Law, whichever is greater) | | |
| (F) Subtract (E) from (D) | | (F) _____ |
| (G) Enter the lesser of line (B) or (F) | | (G) _____ |
| (H) Enter Child Support or other Court Ordered Deduction | | (H) _____ |
| (I) Subtract (H) from (G) | | (I) _____ |
| (J) Subtract Employer's Statutory Fee (5/12-814): greater of 2% of amount required to be deducted or \$12.00 | | (J) _____ |
| (K) Amount to be applied to judgment | | (K) _____ |

Line I is the amount to be withheld from employee's paycheck as of the date of service of Summons and not disbursed until further order of Court.

Signature of Employer _____

INSTRUCTIONS

1. Sign and file Original Answer with the Circuit Clerk, mail a copy to Attorney for Plaintiff, and give a copy to the Defendant.
2. You will receive a copy of a Court Order by fax or mail instructing you how to proceed and where to send deducted funds.
3. DO NOT SEND MONIES WITHHELD TO CIRCUIT CLERK.

Employer/Agent:

Agent Name _____

Employer Name _____

Address _____

City, State, Zip _____

Phone _____

Fax _____

Mail to: **Grundy County Circuit Clerk**
P. O. Box 707
Morris, IL 60450