

**INSTRUCTIONS
FORM 12
PETITION FOR ORDER DISCHARGING GARNISHEE (NON-EARNINGS)**

WARNING !

ALL PARTIES TO A GARNISHMENT ARE STRONGLY URGED TO OBTAIN LEGAL ADVICE FROM AN ATTORNEY. Garnishment procedures are governed by Arizona law and are extremely complicated. All parties involved must follow these laws and procedures correctly. The Court may issue an order for monetary penalties against any party who does not proceed properly, including the judgment creditor.

USE FORM 12 IF:

- You are the judgment creditor or you represent the judgment creditor.
- You want to terminate your garnishment action against a particular garnishee

TO COMPLETE FORM 12 YOU WILL NEED:

- Information from the Writ of Garnishment and Summons.

HOW TO COMPLETE FORM 12:

TYPE OR PRINT NEATLY USING **BLACK INK**. Match each numbered item in the instructions with the same numbered item on the Petition for Order Discharging Garnishee (Non-Earnings).

In the upper left top of form, type or print the name, mailing address and telephone numbers of the person filing this form. If you are representing yourself in this matter, check the box before "Self." If you are representing a judgment debtor and you are not an attorney, check the box before "Other."

Type or print the case number appearing on the Writ.

Lines (1) through (5) are known as the caption. You must complete this portion if not already filled in.

- (6)** Type or print the name, mailing address and, if known, phone number(s) of the petitioner/plaintiff as it appears on the Writ. Check the box to indicate whether this party is the judgment creditor or judgment debtor, as shown on the Writ.
- (7)** Type or print the name, mailing address and, if known, phone number(s) of the respondent/defendant as it appears on the Writ. Check the box to indicate whether this party is the judgment debtor or judgment creditor, as shown on the Writ.
- (8)** Type or print the name, mailing address, phone number and attorney (if known) of the person or company (garnishee) as it appears on the Writ.
- (9)** Complete the information in this box indicating the date and manner in which you will provide a copy of your Petition to the judgment debtor.
- (10)** Complete the information in this box indicating the date and manner in which you will provide a copy of your Petition to the garnishee.
- (11)** Date and sign the Petition for Order Discharging Garnishee where indicated.

WHEN YOU HAVE COMPLETED THIS PETITION:

- File this form with the Clerk's office along with the Order discharging Garnishee (Non Earnings) (FORM 13). The Court will complete the Order Discharging Garnishee.
- Follow the steps on the Process Checklist.