

STATE OF INDIANA)
)SS:
 COUNTY OF JASPER)

IN THE JASPER CIRCUIT COURT
 SMALL CLAIMS DIVISION
 115 W. Washington St., Ste. 103
 Rensselaer, Indiana
 219-866-4913

CASE NUMBER:

Plaintiff 1:	Defendant 1:
Address:	Address:
Address:	Address:
City: State: Zip:	City: State: Zip:
Phone:	Phone:
Email:	SS #: XXX-XX-
Plaintiff 2:	Employer/Wage Withholder
Address:	Address:
Address:	Address:
City: State: Zip:	City: State: Zip:
Phone:	Phone:
Email:	Email:

VOLUNTARY WAGE ASSIGNMENT

The parties in this cause now agree that there is an outstanding balance of the judgment in this case. The signature of the defendant/judgment debtor indicates that he/she consents to voluntary assignment of wages from his/her employer to satisfy the judgment rendered in the above-captioned matter. This agreement is being submitted in accordance with IC 22-2-6-2. It is made in accordance with an agreement between the employee/defendant and the creditor and is NOT a garnishment under IC 34-25-3.

To the Employer/Wage Withholder

You are instructed to deduct from the above defendant *Judgment* \$ _____

The amount of \$ _____ every week / two weeks / month *Costs* \$ _____

Until the total owed has been paid. *Interest* \$ _____

Total \$ _____

This wage assignment by its terms is revocable at any time by the employee upon written notice of the employer.

plus interest at the rate of ____% per annum from the date of this assignment.

Date

X _____
Signature of Plaintiff/Attorney

Date

X _____
Signature of Defendant

PAYMENT GUIDELINES FOR THE GARNISHEE DEFENDANT

In order for funds to be applied by the Clerk's Office, the following information must be included with every payment submitted:

- 1) **Individual's full name.**
- 2) **Court's full case number** (located at the upper right corner of the garnishment order, beginning with 37C01, etc.).
- 3) When a group of names are submitted (rather than one check per person), the above two items should be listed for each person, in addition to the amount of money to be applied to each case.
- 4) Please remit your payment and the above information to:

**Clerk of Jasper Circuit Court
Small Claims Division
115 W. Washington St., Ste. 103
Rensselaer, IN 47978**

This information is vital to the timely and accurate processing of payments received. Your cooperation is greatly appreciated. If you have questions regarding the guidelines described above, you may contact the Clerk's Office at (219) 866-4913.