



Request for Issuance of Writ of Execution

HELPFUL HINTS

- Prior to submitting your Request for Execution, you must contact the **Civil Division** of the Sheriff or Constable's office serving your Writ of Execution to obtain their service fee.
- You will select a Sheriff/Constable **based on the County where the service address of the Employer or Bank or Business is located.**
- If garnishment is going to a **Place of Employment**, try contacting their HR or Payroll department to request what address to use when having an execution/wage garnishment served.
- If garnishment is for a **Bank Account**, you can serve the garnishment to any local Bank branch address near the Sheriff's Office. You will need the name and address of the Bank (an account number is not required).
- Garnishing a **Cash Box** or **Cash Register** can be requested when your judgment is against a business, and you believe they hold cash at the business location.
- If requesting an Execution to attach a **Vehicle**, it is advisable to contact the appropriate Sheriff/Constable's office regarding additional fees.

Sheriff/Constable Contact Information

Carson City Sheriff	775-887-2500	Churchill County Sheriff	775-423-8083
Douglas County Sheriff	775-782-9940	Henderson Constable	702-455-7940
Las Vegas Constable	702-455-4099	Storey County Sheriff	775-847-0959
Washoe County Sheriff	775-328-3310		

Plaintiff Name(s): _____

Defendant Name(s): _____

Case No.: _____ Judgment Entry Date: _____

Person(s) Judgment was entered in favor of: _____

Person(s) Judgment was entered against: _____

Person you are requesting be garnished: _____

What are you taking (*choose one*): Earnings/Wages Bank Account Other Property

Place of Employment **or** Name of Bank **or** Business Cash Box, etc.: _____

Address of Employer **or** Bank **or** Business: _____

County where Employer **or** Bank **or** Business is located: _____



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Principal <i>(from Judgment)</i> :	\$ _____
Pre-Judgment Interest:	_____
Costs <i>(from Judgment)</i> :	_____
Total Judgment Amount:	\$ _____
Accrued Costs: <i>(from previously issued Execution/post-judgment)</i>	\$ _____
Sheriff/Constable's Service Fee:	_____
Notary fee for Garnishee: <i>(paid to Employer, Bank, or Business)</i>	_____ 5.00
Total Accrued Costs: <i>(Accrued Costs + Sheriff and Notary fees)</i>	\$ _____
Fee for issuance of this Writ: <i>(Sparks Justice Court Filing Fee)</i>	_____ 25.00
Accrued Interest: <i>(Current + previously accrued interest)</i>	_____
Total Post-Judgment Accruals: <i>(Total Accrued Costs + issuance fee + Accrued Interest)</i>	\$ _____
Sub-Total: <i>(Total Judgment + Post-Judgment accruals)</i>	\$ _____
Minus any payments made:	_____
Grand Total Due:	\$ _____

Annual interest rate: _____ % Daily interest rate: \$ _____

Current Amount Collecting Interest: \$ _____

Dated: _____

Signature: _____

Print name: _____

Full Address: _____

Telephone: _____

Email: _____



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INTEREST CALCULATION WORKSHEET

NRS 99.040(1) requires: "When there is no express contract in writing fixing a different rate of interest, interest must be allowed at a rate equal to the prime rate at the largest bank in Nevada, ..., on January 1, or July 1, as the case may be, ..., **plus 2 percent**, upon all money from the time it becomes due, ..." **Prime Interest Rates** can be found here: https://fid.nv.gov/Resources/Fees_and_Prime_Interest_Rate/ or by contacting the Sparks Justice Court Civil Department.

Current Interest Rate: _____ %

From _____ (start date) to _____ (end date) = _____ days (number from start to end date)

Total Judgment Amount (less any payments made): \$ _____

Multiplied by Current Interest Rate (decimal format): _____

Divided by total days in a year: _____ 365

Equals (daily interest rate): \$ _____

Multiplied by number of days in Interest Rate Period: _____

Interest accrued for this Interest Rate Period: \$ _____

Interest Rate: _____ %

From _____ (start date) to _____ (end date) = _____ days (number from start to end date)

Total Judgment Amount (less any payments made): \$ _____

Multiplied by Current Interest Rate (decimal format): _____

Divided by total days in a year: _____ 365

Equals (daily interest rate): \$ _____

Multiplied by number of days in Interest Rate Period: _____

Interest accrued for this Interest Rate Period: \$ _____

Interest Rate: _____ %

From _____ (start date) to _____ (end date) = _____ days (number from start to end date)

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Multiplied by number of days in Interest Rate Period: _____

Interest accrued for this Interest Rate Period: \$ _____