6-23/210.00 Documents Served

The service of an Earnings Withholding Order does not require the levying officer to serve a copy of the writ or Notice of levy on the judgment debtor. (CCP 684.310) The levying officer shall serve upon the designated employer all of the following:

The Earnings Withholding Order (WG-002)

Confidential Statement of Judgment Debtor's Social Security Number (WG-035) (if provided)

Two copies of the Employer's Return (WG-005)

Addendum to Earnings Withholding Order

Lockbox Addendum

The Los Angeles County Sheriff's Department will provide the employer with an employee's package to be given to the employee at the time of service which includes the following:

A copy of the Earnings Withholding Order (WG-002)

Employee Instructions (WG-003)

Claim of Exemption (WG-006)

Financial Statement (WG-007)

The debtor may also request copies of the Claim of Exemption and Financial Statement forms from the levying officer at no charge. The forms are available in the Links section of the Civil Management Bureau's public website: civil.lasd.org.