

JUSTICE OF THE PEACE COURT
WARD _____, DISTRICT _____
PARISH OF _____

Instructions for Garnishment Answers if an Attorney Does Not Prepare the Answers

Follow these simple procedures or your garnishment answers will be returned.

1. Please place your garnishment answers on company letterhead, or use the answer sheet provided.
2. Garnishment answers **must be signed AND notarized.**
3. Please type your responses.
4. Please provide the style of the case and the case number (EXAMPLE: Company, Inc. v. John Doe, Case No. 15-0001)
5. Please **mail** the original garnishment answers to:

Justice of the Peace Court

Ward ____, District ____

Address: _____

City, State, Zip _____