



Department of Shared Administrative Services
Office of Personnel Management
Establish/Change Garnishment Order

Business Area New Name (Last, First, Middle Initial) Personnel Number
Change

Garnishment Document

Status

Effective Date Case Number Active Pending Inactive ☐ Released Rejected
☐ Reactivated for Refund ☐ Bankrupt

Date of Garnishment Receipt Date of Garnishment Release Garnishment Priority (***Child Support is always 1***)

Jurisdiction

Category

Child Support Federal Tax
Creditor State Tax
Voluntary
Support Arrears
Other -

AASIS Vendor Number

Vendor (Payee) Address

Originator

☐ Attorney ☐ Court

☐ Sheriff

Originator Address

☐ Regulatory Agency

☐ Marshall

Remittance Frequency

Plaintiff Name

Garnishment Order

Judgement Balance/Initial Balance

Deduction

Deduction Method

Authorization: I hereby certify that the above information is correct.

Prepared by

Phone Number

Date

Comments: