

Date

Attorney or Plaintiff
Address
City, State Zip

RE: Type of Writ Name of defendant

Dear Attorney or Plaintiff name

I will return your Writ of Name of the writ (Execution) on Date - should be 7 to 10 days from date of this letter against Defendant's name if you cannot designate any non exempt property currently owned by the judgment debtor at the time of the first levy or first attempted levy.

The date of my first levy or first attempted levy was Date demand or actual levy was made.

Designation of any more executable property should be made in writing with a complete description of the executable property belonging to the judgment debtor. If no designation is made the writ will be returned to the court on Date shown in paragraph one with no further notice.

Sincerely,

Your name
Your title

