

You do not need to use this calculation sheet. If you do, it does not need to be filed with the court or provided to the defendant and victim. However, you must maintain some type of record of your payment calculations and make it available for review by the victim, defendant, or court upon request.

### GARNISHEE CALCULATION SHEET FOR EARNINGS

1. The employer's current payday is \_\_\_\_\_ . The principal defendant's gross earnings from the employer that were earned for this pay period are: \$ \_\_\_\_\_
2. Deductions required by law to be withheld from gross earnings shown on line 1:
  - a. Federal withholding tax (for income tax) \$ \_\_\_\_\_
  - b. State withholding tax (for income tax) \$ \_\_\_\_\_
  - c. Employee portion of social security tax \$ \_\_\_\_\_
  - d. Employee portion of medicare tax \$ \_\_\_\_\_
  - e. City withholding tax (for income tax) \$ \_\_\_\_\_
  - f. Public employee retirement when required by law \$ \_\_\_\_\_
  - g. Total (add lines 2a through 2f) \$ \_\_\_\_\_
- 3. Disposable earnings (subtract line 2g from line 1) \$ \_\_\_\_\_**
4. Test I for amount available for garnishment (25% of line 3): \$ \_\_\_\_\_  
(this percentage does not apply to garnishments for support of a person)
5. Test II for amount available for garnishment (disposable earnings minus federal minimum wage multiplied by appropriate multiple for normal pay period):
  - a. Locate the appropriate figure from the chart below and insert here \$ \_\_\_\_\_
  - b. Subtract amount on line 5a from amount on line 3. Insert amount here. \$ \_\_\_\_\_  
If the amount is less than zero, enter -0-.
6. Maximum amount subject to garnishment (line 4 or 5b, whichever is less) \$ \_\_\_\_\_
7. Amounts withheld from disposable earnings (see line 3) pursuant to orders with priority:
  - a. Orders of bankruptcy court \$ \_\_\_\_\_
  - b. Orders for past due federal or state taxes \$ \_\_\_\_\_
  - c. Income withholding for support of any person \$ \_\_\_\_\_
  - d. Other general garnishments served prior to this writ \$ \_\_\_\_\_
  - e. Total of all priority amounts withheld (add lines 7a through 7d) \$ \_\_\_\_\_
8. Amount subject to garnishment under this writ (subtract line 7e from line 6) \$ \_\_\_\_\_
- 9. Amount to be withheld in response to this writ (line 8 above or line 2 on the request and writ for garnishment, whichever is less). \$ \_\_\_\_\_**

**Chart\***

Test II for Amount Available for Garnishment Beginning:	<u>July 24, 2009</u>
Weekly (or more frequently) pay period	\$217.50
Biweekly pay period	\$435.00
Semimonthly Pay Period	\$471.25
Monthly Pay period	\$942.50

\* Training wage: for person aged 16 to 19 on their first job, use 85% of the above figure.

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