

DELAWARE COUNTY COURT OF COMMON PLEAS
OFFICE OF THE COURT ADMINISTRATOR
WRIT OF EXECUTION
NOTICE

You are being served with a Writ of Execution. It has been issued because there is a judgment against you. It may cause your property to be held or taken to pay the judgment. You may have legal rights to prevent your property from being taken. A lawyer can advise you more specifically of these rights. If you wish to exercise your rights, you must act promptly.

The law provides that certain property cannot be taken. Such property is said to be exempt. Following is a list of the major exemptions under Pennsylvania and Federal law:

1. \$300.00 statutory exemption
2. Bibles, school books, sewing machines, uniforms and equipment
3. Most wages and unemployment compensation
4. Social Security benefits
5. Certain retirement funds and accounts.
6. Certain veteran and armed forces benefits.
7. Certain insurance proceeds.
8. Such other exemptions as may be provided by law.

If you have any exemption, you should do the following promptly: (1) Fill out the attached claim form and demand for a prompt hearing. (2) Deliver the form or mail it to the Office of the Sheriff at the following address:

Office of the Sheriff
Delaware County Courthouse
Front and Veterans Square
Media, PA 19063

You will be assigned a hearing date BY PHONE between the hours of 8:30 a.m. to 4:30 p.m., Monday through Friday, so please insure that a telephone number where you can be reached appears on the enclosed Claim of Exemption form in the space provided. You should come to the court ready to explain your exemption. If you do not come to the court and prove your exemption, you may lose some of your property.

YOU SHOULD TAKE THIS PAPER TO YOUR LAWYER AT ONCE. IF YOU DO NOT HAVE A LAWYER AND CAN AFFORD ONE CONTACT THE LAWYERS REFERENCE SERVICE. IF YOU CANNOT AFFORD ONE, CONTACT LEGAL ASSISTANCE. THE ADDRESS AND/OR TELEPHONE NUMBERS OF BOTH OFFICES ARE LISTED BELOW.

Lawyer's Reference Service
c/o Delaware County
Front and Lemon Streets
Media, PA 19063
Phone: 566-6625 (9:00 a.m. to 4:00 p.m. weekdays)

Legal Assistance Association
Chester Office: 874-8421

(This side of the form to be completed by Defendant)

Delaware County Court of Common Pleas Court Administrator's Office Claim for Exemption	Date Form <input type="checkbox"/> Mailed <input type="checkbox"/> Hand Del
Def. Name: Address: *Home Phone: *Business Phone:	Case No. Case Caption:
* Please indicate a number where you can be reached between the hours of 8:30 a.m. and 4:30 p.m., Monday through Friday	
I, the above named defendant, claim exemption of property from levy or attachment as follows:	
A. From my personal property in my possession which has been levied upon, I desire that my \$300.00 statutory exemption be (check one of the following): <input type="checkbox"/> Set aside in kind (specific property to be set aside in kind):	
<input type="checkbox"/> Paid in cash following the sale of the property levied upon.	
B. I claim the following exemption (indicate specific property and basis of exemption):	
Amount	Specific Property
	Basis of Exemption
C. From my property which is in the possession of a third party, I claim the following exemptions (check whichever applies): <input type="checkbox"/> \$300.00 statutory exemption: <input type="checkbox"/> in Cash: <input type="checkbox"/> in kind (spec property):	
<input type="checkbox"/> Social Security benefits on deposit in the amount of \$ _____	
<input type="checkbox"/> Other (specify amount and basis of exemption):	
Amount	Specific Property
	Basis of Exemption

I request a prompt court hearing to determine the exemption. Notice of the hearing should be given to me BY PHONE between the hours of 8:30 a.m. and 4:30 p.m., Monday through Friday, at the number indicated above.

I verify that the statements made in the Claim for Exemption are true and correct. I understand that false statements herein are made subject to the penalties of 18 Pa. C.S. Section 4904 relating to unsworn falsification to authorities.

(This side of the form to be completed by the Judge)

Delaware County Court of Common Pleas

Claim for Exemption

COURT ORDER

On the basis of the Claim for Exemption found on the reverse side of this form the Court hereby ORDERS:

A. For the personal property in possession of the defendant the \$300.00 statutory exemption is hereby (check appropriate box): <input type="checkbox"/> Set aside in kind (specific property to be set aside in kind):	
B. The following additional exemptions are allowed (specific property):	
C. For the property that is in the possession of a third-party, it is hereby ordered that (check appropriate box): <input type="checkbox"/> the \$300.00 statutory exemption is allowed: <input type="checkbox"/> in Cash; <input type="checkbox"/> in kind (specify property):	
<input type="checkbox"/> Social Security benefits are exempted in the amount of \$ _____	
<input type="checkbox"/> Other (the following items are also exempted):	
Amount	Item

Hearing Date: _____

Date: _____

Judge: _____