
PLAINTIFF

VS

DEFENDANT

INSTRUCTIONS FOR LEVY

To: Sheriff of Collier County

Date: _____

In the matter of an Execution for money, issued out of the _____ Court, _____ County, Florida, in the above styled case, you are hereby instructed to levy upon the following described **real/personal** property of the defendant:

DESCRIPTION OF PROPERTY

Principle balance due on Writ: _____ Interest rate _____ % from _____ (date of final judgment)

Payments made toward balance: \$ _____

It is understood and agreed that you as Sheriff of Collier County, Florida, and your agents, pursuant to F.S. 30.30 shall be held blameless and further to be held harmless in anyway whatsoever, in executing the Writ and in making a wrongful levy, while acting upon these instructions. It is further understood and agreed that I, the plaintiff or his agent, shall pay all costs incident to this levy, advertisement and sale, including but not limited to, reasonable attorney's fees, should the property levied upon, for any reason, including but not limited to the debtor filing bankruptcy, not be sold or if upon sale should not produce sufficient money to pay said costs unless said costs should have been paid by the debtor.

Signature of plaintiff, plaintiff's agent or attorney

NOTE: Florida Statute 30.30 provides that the Sheriff must "levy upon property specifically described" in the Writ. It further provides that if the Sheriff attempts to levy upon any property other than that specifically described in the Writ he may require the plaintiff to furnish a bond for his protection.

Plaintiff, Agent or Attorney: _____

Address _____

Phone number _____ Fax number _____

Defendant's last known address: _____

Defendant's Attorney of record: _____

Address: _____

NOTE: If personal property can not be specifically described by the Plaintiff then the Plaintiff, Agent or Attorney shall be required to accompany the Sheriff or his duly appointed deputies to point out the personal property to be levied upon, inventory the same, and attach said inventory to the Instructions for Levy as an Exhibit.