

**INSTRUCTIONS  
FORM 18  
ORDER TO SHOW CAUSE REGARDING GARNISHEE'S DEFAULT (EARNINGS)**

**WARNING !**

*ALL PARTIES TO A GARNISHMENT ARE STRONGLY URGED TO OBTAIN LEGAL ADVICE FROM AN ATTORNEY. Garnishment procedures are governed by Arizona law and are extremely complicated. All parties involved must follow these laws and procedures correctly. The Court may issue an order for monetary penalties against any party who does not proceed properly, including the judgment creditor.*

**USE FORM 18 IF:**

- You are the judgment creditor or you represent the judgment creditor.
- You wish to object to the garnishee's failure to file an Answer in this proceeding.

**TO COMPLETE FORM 18 YOU WILL NEED:**

- Information on the Writ of Garnishment and Summons (Earnings).

**HOW TO COMPLETE FORM 18:**

TYPE OR PRINT NEATLY USING **BLACK INK**. Match each numbered item in the instructions with the same numbered item on the Order to Show Cause Regarding Garnishee's Default (Earnings).

*Lines 1 through 7 are known as the **caption**. You must complete this portion if not already filled in.*

(1), (2) or (3) Check the appropriate box that identifies the Court in which you filed your garnishment action.

- (1) If you checked this box, type or print the name of the Justice Court precinct in which you filed the garnishment action and the name of the county in which the Court is located.
- (2) If you checked this box, type or print the name of the city or town in which you filed the garnishment action and the name of the county in which the Court is located.
- (3) If you checked this box, type or print the name of the county in which the Court is located.
- (4) Type or print the name, mailing address and, if known, phone number(s) of the petitioner/plaintiff as it appears on the Writ of Garnishment and Summons. Check the box to indicate whether this party is the judgment creditor or judgment debtor in this garnishment action.
- (5) Type or print the name, mailing address and, if known, phone number(s) of the respondent/defendant as it appears on the Writ of Garnishment and Summons. Check the box to indicate whether this party is the judgment debtor or judgment creditor in this garnishment action.
- (6) Type or print the name, mailing address, phone number and attorney of the garnishee as it appears on the Writ of Garnishment and Summons.
- (7) Type or print the case number appearing on the Writ of Garnishment and Summons.

**LEAVE THE REST OF THE FORM BLANK. THE JUDICIAL OFFICER OR CLERK OF COURT WILL SET THE HEARING DATE AND COMPLETE THE REMAINING ITEMS.**

**WHEN YOU HAVE COMPLETED THE ORDER TO SHOW CAUSE REGARDING GARNISHEE'S DEFAULT:**

- ✓ File this form with the Clerk's filing counter along with the Petition for Order to Show Cause Regarding Garnishee's Default (Earnings) (FORM 17).
- ✓ You must promptly serve both the Petition and the signed Order to Show Cause on the garnishee by process server, constable or deputy sheriff.
- ✓ You should also deliver copies of these documents to the judgment debtor by first class mail or personal delivery.