



How to Request an Increased Exemption

The automatic exemption described above may be increased to \$743 per week if you give the court an affidavit (a sworn written statement) stating, under penalty of perjury, that your earnings alone (and not anyone else's) support your household.

You can use the attached "Claim of Exemption from Garnishment" form to do this. Fill out the form, sign it in front of a notary public or court clerk and file it with the court at the following address within 15 days from the date you receive this notice:

\_\_\_\_\_  
Clerk of Court  
\_\_\_\_\_  
\_\_\_\_\_

You can also use the Claim form if you believe your employer has not calculated your automatic exemption correctly.

If you file the Claim of Exemption form, the court may hold a hearing to determine if you are entitled to the increased exemption. You will be notified of this hearing. You will have to attend the hearing and prove your right to the increased exemption. If this hearing is held in a city other than where you live and it is too inconvenient or expensive for you to attend the hearing, you may ask the court to move the hearing to another city more convenient to you.

**REMEMBER: YOU MUST FILE YOUR CLAIM WITHIN 15 DAYS.**

"Liquid Asset" Exemption

If you do not receive earnings either weekly, semi-monthly (twice a month) or monthly, you are entitled to a maximum exemption for the aggregate value of cash and other liquid assets available to you in any month of \$1,890. The term "liquid assets" includes deposits, securities, notes, drafts, accrued vacation pay, refunds, prepayments and receivables. AS 09.38.030(b). This exemption is not automatically given to you. You must claim it if you believe you are entitled to it. To claim it, file a "Claim of Exemption from Garnishment" form with the court as described above.

Other Information

You can read more about the earnings exemption and the liquid asset exemption in the JUDGMENT DEBTOR BOOKLET (form CIV-511), available at all state courthouses and online at: [www.courts.alaska.gov/forms.htm](http://www.courts.alaska.gov/forms.htm). Additional copies of other court forms are also available online.

Interest on the judgment and costs which accrue after the date the writ was issued may be collected by a supplemental notice or supplemental writ after the total amount stated on the original writ has been paid.

Note: Federal law prohibits employers from discharging any employee because the employee's earnings have been garnished for any one indebtedness. 15 USC § 1674

Please type or print:

\_\_\_\_\_  
Name of Creditor's Attorney

\_\_\_\_\_  
Name of Judgment Creditor

\_\_\_\_\_  
Address

\_\_\_\_\_  
Address