

(Court of Issuance) Court
(County of Issuance) County, Florida

Plaintiff

Case No: _____

Vs

Defendant

INSTRUCTIONS FOR LEVY

Dated: _____

To the Sheriff of Manatee County, Florida:

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 property of the debtor: (Name of debtor and last known address)

Debtor is represented by: (Debtor's attorney of record, address and phone number – if Debtor has no attorney of record, please state so.)

DESCRIPTION OF PROPERTY

If levying on vehicle: - complete description/VIN #/Tag #
- Physical location of property (even if it's the same as debtor's last known address)

If levying on other personal property: - complete description

Balance due and owing on the Writ of Execution (including interest through the date of the Instructions for Levy)

It is understood and agreed that you, as Sheriff of Manatee County, Florida, shall be held blameless in making a wrongful levy, when acting upon these instructions, and it is further understood and agreed that I shall pay all costs incident to this levy, including the costs involved should bankruptcy be filed, should the property levied upon for any reason not be sold, or if upon sale should not produce sufficient money to pay said costs, unless said costs shall have been paid by the debtor.

Sincerely,

Signature of Creditor, his agent or attorney
Address
Phone Number

Note: Section 30.30, Florida Statute 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.