

Law Office of Jonathan D. Petersen

Calling out the Sheriff, Obtaining a Money Judgment and Collections

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Licensed in Indiana, Illinois

Calling out the Sheriff

Once my office obtains for you an Order of Possession from the Court, we will transmit to you a copy of the order as well as a letter from the Law Office of Jonathan Petersen containing a written explanation of the actual eviction process. If you do not receive this letter or misplace it, please call (219) 803-4550.

IMPORTANT: Please be aware that you must schedule the physical eviction with an officer of the Court and you must arrange to have a work crew available to open the locks and remove the tenant's personal property from your rental unit. Refer to the Law Office letter for additional instructions.

Obtaining a Money Judgment

After the tenant has been removed from the property, you may be entitled to a money judgment if you have incurred damages. Damages could consist of unpaid rent, physical injury to the rental unit, attorney fees and/or collection costs, *etc.* Should you have any questions regarding your damages, please call.

The letter you receive from the Law Office (*see above*) contains important instructions regarding how you should document your damages. Please refer to it.

Finally, you must complete and return to the Law Office the Affidavit for Damages and Non-Military Service.

Collections

My office also provides collection services for our clients. If you would like to pursue collection, please call the office before we obtain the money judgment for you. Certain collection costs may be included in and recoverable as a part of your money judgment.

We also provide lease and rental forms to landlords including our updated Model Lease for Indiana, tenant application and security deposit letter (required by statute). Visit www.attorneypetersen.com and click on Document Center.

State of Indiana)
) ss
County of Lake)

In the City Court of Hammond, Indiana
Hammond, Indiana

_____,)
Plaintiff)
)
vs.)
)
_____,)
Defendant(s))

Cause No.:

AFFIDAVIT FOR DAMAGES AND NON-MILITARY SERVICE

Comes now the undersigned, and being first duly sworn and put upon his or her oath, now swears and affirms under the penalties for perjury as follows:

- [1] The affiant is the Plaintiff or was employed with or by the Plaintiff.
- [2] In such capacity, the affiant is familiar with the Plaintiff's file concerning the Defendant(s), including the premises and the matters dealt with therein and that the facts stated herein are true.
- [3] Defendant owes _____ in back rent including late fees.
- [4] The premises have suffered _____ in damages.
- [5] Plaintiff has incurred and paid _____ in attorney fees and/or collection costs and the written lease for the premises allows the plaintiff to recover attorney fees and/or collection costs. See paragraph _____ on page _____. **OR**
There is no written lease or the written lease does not allow attorney fees or collection costs. (*Strike what does not apply*)
- [6] The Plaintiff possesses a security deposit from the Defendant of _____.
- [7] The Defendant is not an infant or incompetent, and is not in military service.

Further sayeth the affiant naught.

******SIGNATURE PAGE TO FOLLOW******

THIS IS AN ATTEMPT TO COLLECT A DEBT AND ANY INFORMATION OBTAINED WILL BE USED FOR THAT PURPOSE.

I AFFIRM UNDER THE PENALTIES FOR PERJURY THAT THE FOREGOING STATEMENTS ARE TRUE AND CORRECT

Signature: _____

Name Printed:

Date

State of Indiana)
)ss
County of Lake)

Subscribed and sworn to before me, a Notary Public in and for the aforesaid State and a resident of Lake County therein, by the above-indicated affiant on the date so indicated above. My notarial commission expires on: (or as indicated on my seal or stamp):

THIS IS AN ATTEMPT TO COLLECT A DEBT AND ANY INFORMATION OBTAINED WILL BE USED FOR THAT PURPOSE.