

# Getting Started

## Citation to Discover Assets to Debtor's Employer

**IMPORTANT:** This getting started guide and the instructions are not legal advice. They are only meant to help you learn how to do a *Citation to Discover Assets to Debtor's Employer* in order to find out about the debtor's income. Your use of the form does not guarantee you will be successful in court.

To learn how to fill out the form and file it with the court, read the *How to do a Citation to Discover Assets to Debtor's Employer* instruction sheet and the instructions on the form.

<b>Name of form:</b>	<i>Citation to Discover Assets to Debtor's Employer</i>
<b>Purpose of the form:</b>	To find out how much the debtor's employer pays the debtor. This information could be used to help get the judgment paid.
<b>Types of cases the form CAN be used for:</b>	When you have a judgment for money and are trying to get information about the debtor's wages from their employer.
<b>Types of cases the form CANNOT be used for:</b>	When you do not have a judgment for money or the judgment is for unpaid child support or maintenance. This form should not be used on other parties who are not employers. There is a separate form to find out about the debtor's other income and property.  You cannot use this form if the employer is not in Illinois.
<b>Cost to file the form:</b>	There is a fee for filing. If you cannot afford to pay the filing fee, you can ask the court to file for free by filing the <i>Application for Waiver of Court Fees</i> found at: <a href="http://www.illinoiscourts.gov/Forms/approved/">http://www.illinoiscourts.gov/Forms/approved/</a>
<b>Special information or papers needed to complete the form:</b>	<ul style="list-style-type: none"><li>• Your case number;</li><li>• Name of the debtor;</li><li>• Address for the debtor;</li><li>• Name of the debtor's employer;</li><li>• Address for the debtor's employer;</li><li>• Courtroom number;</li><li>• Date of judgment or the date it was renewed;</li><li>• Amount of judgment; AND</li><li>• Amount that remains unpaid.</li></ul>
<b>Statutes covering the form:</b>	<a href="#">735 Illinois Compiled Statutes, section 5/2-1402</a>
<b>Where to find the form and instruction sheet:</b>	<a href="http://www.illinoiscourts.gov/Forms/approved/">http://www.illinoiscourts.gov/Forms/approved/</a>
<b>For more information:</b>	Read the <i>How to do a Citation to Discover Assets to Debtor's Employer</i> instruction sheet that comes with this form. You may also find more information, resources, and the location of your local county self help center at: <a href="https://www.illinoislegalaid.org/legal-information/what-citation-discover-assets">https://www.illinoislegalaid.org/legal-information/what-citation-discover-assets</a> .