



# Berks County Sheriff

Berks County Courthouse - 3rd floor, 633 Court Street, Reading, PA 19601

Phone (610) 478-6240

Fax (610) 478-6222

Mandy P. Miller  
Sheriff

"Making a Difference"

## Writ of Execution Garnishment Requirements

Listed below are the documents required to be submitted to the Berks County Sheriff's Office when filing for a garnishment.

If you have any questions with regards to filing a garnishment you may call our office.

1. One (1) order for service form for *each* garnishee
2. Two (2) interrogatories for *each* garnishee
3. One (1) writ of execution notice
4. One (1) claim for exemption
5. Self-addressed stamped envelope for submitting law office
6. Addressed/stamped envelope for *each* defendant
7. See below for exact garnishment fees

\*\*The Sheriff's Office will print the writ from the Prothonotary's Office site

If any of the required documents or envelopes are not provided, we will contact your office and hold the service until all items are received.

### Bank Attachment/Garnishment Fees

Effective January 1, 2026

If the applicable fee for your defendant(s) or garnishee(s) is not included in the schedule below, please contact our office at 610-478-6240 x3210 to obtain the correct amount prior to submission.

- 1 Defendant & 1 Garnishee - \$198.00
- 1 Defendant & 2 Garnishees - \$352.00
- 1 Defendant & 3 Garnishees - \$506.00



2 Defendants & 1 Garnishee - \$227.00  
2 Defendants & 2 Garnishees - \$381.00  
2 Defendants & 3 Garnishees - \$535.00

3 Defendants & 1 Garnishee - \$256.00  
3 Defendants & 2 Garnishees - \$410.00  
3 Defendants & 3 Garnishees - \$564.00

4 Defendants & 1 Garnishee - \$285.00  
4 Defendants & 2 Garnishees - \$439.00  
4 Defendants & 3 Garnishees - \$593.00

5 Defendants & 1 Garnishee - \$314.00  
5 Defendants & 2 Garnishees - \$468.00  
5 Defendants & 3 Garnishees - \$622.00

6 Defendants & 1 Garnishee - \$343.00  
6 Defendants & 2 Garnishees - \$497.00  
6 Defendants & 3 Garnishees - \$651.00

7 Defendants & 1 Garnishee - \$372.00  
7 Defendants & 2 Garnishees - \$526.00  
7 Defendants & 3 Garnishees - \$680.00

8 Defendants & 1 Garnishee - \$401.00  
8 Defendants & 2 Garnishees - \$555.00  
8 Defendants & 3 Garnishees - \$709.00

9 Defendants & 1 Garnishee - \$430.00  
9 Defendants & 2 Garnishees - \$584.00  
9 Defendants & 3 Garnishees - \$738.00

10 Defendants & 1 Garnishee - \$459.00  
10 Defendants & 2 Garnishees - \$613.00  
10 Defendants & 3 Garnishees - \$767.00