

IN THE DISTRICT COURT OF JOHNSON COUNTY, KANSAS

Administrative Order No. 18-07

Electronic Service of Certain Garnishment Orders

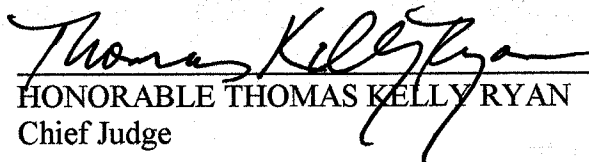
Whenever any entity that is likely to be or expects to be a garnishee, for example, a financial institution, business or entity, would prefer to have electronic service of garnishment orders and process, that entity may enroll for such electronic service by submitting up to three confidential e-mail addresses for that exclusive purpose in a duly acknowledged letter by an officer or agent with authority from the entity and addressed to the Clerk of the District Court, with a copy of the same provided to the Sheriff of Johnson County, Kansas. The approved enrollment letter form is attached.

The e-mail address(es) so provided will be for service of garnishment process by the Sheriff only. The provided address(es) will not be used for any other service of process. Such e-mail address(es) will not be made part of the public record and will be maintained as confidential. The address(es) so provided must be confirmed by the entity annually, and will remain in effect otherwise unless revoked or modified earlier by the entity in writing to the Clerk and Sheriff, or revoked by the court.

Service will be deemed completed when sent unless notification of non-delivery of the transmission is received immediately by the sender. Enrollment for electronic service of garnishment process will be deemed the acknowledgment of receipt of service for all garnishment process so served and the Sheriff's return may be made on that basis. Service will be deemed completed within Johnson County, Kansas, regardless of the location of the e-mail recipient, server or inbox.

Electronic service under this order is an alternative to personal service or service by means other than certified mail for all garnishment orders and process that may be executed by the Sheriff, in lieu of any personal service or service by means other than certified mail, upon the consent and acknowledgement of the entity to be served by its enrollment. A request for personal service or service by means other than by certified mail of a garnishment order will automatically include the Sheriff's option under this order for service of the same by electronic means when available for an enrolled garnishee.

Dated this 5th day of SEPTEMBER, 2018.


HONORABLE THOMAS KELLY RYAN
Chief Judge

CLERK OF DISTRICT COURT
JOHNSON COUNTY, KS
2018 SEP -5 AM 10:15
JKW

SCAN DATE 2018-09-05 15:28

IN THE DISTRICT COURT OF JOHNSON COUNTY, KANSAS

Acknowledged Enrollment for Electronic Service of Garnishment Orders

Date of Enrollment: _____

This is to advise the Clerk of the District Court and the Sheriff of Johnson County, Kansas, that _____ (Name of Bank/Entity) _____, will accept electronic service of garnishments in lieu of personal service, or service by means other than by certified mail, requested from the Sheriff of Johnson County, Kansas, under the terms and conditions of Administrative Order No. 2018-07.

For purposes of garnishment service only, the following three e-mail addresses shall be used:

(Primary e-mail address)

(Second e-mail address)

(Third e-mail address)

It is hereby understood that the e-mail addresses must be confirmed annually in order to maintain enrollment for electronic service. Furthermore, those addresses will stay in effect during the year unless revoked by the Court or revoked or modified in writing to the Clerk of the District Court and the Sheriff of Johnson County, Kansas.

(Name of Bank/Entity)

By: _____
(Signature of Authorized Agent)
Typed Name of Agent/Officer
Position

STATE OF _____
COUNTY OF _____) ss:

Now on this _____ day of _____, 20____, before me, the undersigned notary public, came _____, who being of lawful age and being sworn upon his oath stated that he/she is the _____ of the named financial institution and is duly authorized to enroll the named financial institution for electronic service, and did so sign and acknowledge the same as his/her free act and deed on behalf of the named financial institution.

Notary public

My commission expires:

SCAN DATE 2018/09/05 15:28