



# SUFFOLK COUNTY SHERIFF'S DEPARTMENT

CIVIL PROCESS DIVISION

Steven W. Tompkins, Sheriff

132 Portland Street, Boston, MA 02114 • Tel. (617) 704-6999 • www.suffolksheriffma.org



## LEVY ON REAL ESTATE REQUEST FORM

Please fill out and submit this form along with your original Execution for Money Judgement, Copy of Deed\*, and payment.

### PLAINTIFF INFORMATION

NAME: \_\_\_\_\_  
Street \_\_\_\_\_ City/Town \_\_\_\_\_ Zip \_\_\_\_\_  
Phone \_\_\_\_\_ Cell \_\_\_\_\_ Email \_\_\_\_\_

### DEFENDANT(S) INFORMATION

Last Name \_\_\_\_\_ First Name \_\_\_\_\_ M.I. \_\_\_\_\_  
Phone \_\_\_\_\_ Cell \_\_\_\_\_ Email \_\_\_\_\_  
Address for Service Process: \_\_\_\_\_  
\_\_\_\_\_

### PROPERTY INFORMATION

Address \_\_\_\_\_ City/Town \_\_\_\_\_  
Book: \_\_\_\_\_ Page: \_\_\_\_\_  
Certificate Number (If Applicable): \_\_\_\_\_

### PLEASE INCLUDE:

- Complete Cover Letter
- Original Execution
- Deed (with metes and bounds description and Book/Page or Certificate Number)

NOTES: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\*We are unable to process levy requests without a copy of the deed to the property. Please include a copy of the deed with your request. The name of the judgment debtor against whom the execution is issued must be on the deed. Copies of the Deed may be obtained from Suffolk County Registry of Deeds located at 24 New Clarendon Street, Boston, MA

PLEASE MAIL THIS FORM ALONG WITH YOUR ORIGINAL EXECUTION FOR MONEY JUDGEMENT (if non attorney) TO 132 PORTLAND STREET, BOSTON, MA 02114. ALTERNATIVELY YOU MAY DROP OFF THE SERVICE AT OUR OFFICE AT THE PORTLAND STREET ADDRESS. FOR QUESTIONS OR IF THIS IS AN URGENT SERVICE PLEASE CALL 617-704-6999