

**STATE OF MAINE**

**ENROLLMENT OF FOREIGN JUDGMENT**

**Uniform Enforcement of Foreign Judgments Act**

**Control Number – ME – 00FC - 01**

This packet contains the following:

1. Instructions;
2. Forms; and
3. Access to Law Summary.

## NOTE ABOUT COMPLETING THE FORMS

The forms in this packet contain “form fields” created using Microsoft Word. “Form fields” facilitate completion of the forms using your computer. They do not limit your ability to print the form “in blank” and complete with a typewriter or by hand.

If you do not see the gray shaded form fields, go to the View menu, click on Toolbars, and then select Forms. This will open the forms toolbar. Look for the button on the forms toolbar that resembles a shaded letter “a”. Click in this button and the form fields will be visible.

The forms are locked which means that the content of the forms cannot be changed. You can only fill in the information in the fields.

If you need to make any changes in the body of the form, it is necessary for you “unlock” or “unprotect” the form. **IF YOU INTEND TO MAKE CHANGES TO THE CONTENT, DO SO BEFORE YOU BEGIN TO FILL IN THE FIELDS. IF YOU UNLOCK THE DOCUMENT AFTER YOU HAVE BEGUN TO COMPLETE THE FIELDS, WHEN YOU RELOCK, ALL INFORMATION YOU ENTERED WILL BE LOST.** To unlock click on “Tools” in the Menu bar and then selecting “unprotect document”. You may then be prompted to enter a password. If so, the password is “uslf”. That is uslf **in lower case letters without the quotation marks**. After you make the changes relock the document before you begin to complete the fields.

After any required changes and re-protecting the document, click on the first form field and enter the required information. You will be able to navigate through the document from form field to form field using your tab key. Tab to a form field and insert your data. If problems, please let us know.

## **DISCLAIMER**

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## **ENROLLMENT OF A FOREIGN JUDGMENT**

A foreign judgment is a judgment entered by a court other than the court of the state where the judgment is sought to be enrolled. Enrolling a judgment allows the judgment creditor or person holding the judgment to enforce it in the state of enrollment and the enrollment creates a judgment lien against the property of the Judgment Debtor.

### **Requirements:**

1. The Judgment must be a final judgment.
2. The Judgment must be “certified pursuant to acts of congress” or "triple-sealed". This means that a judge of a court of record must authenticate the order or abstract, the clerk of court must authenticate the judge's authentication as genuinely that of a judge of a court of record, and a judge must authenticate the clerk as clerk.
3. Execute an Affidavit in Support of Request to Enroll Foreign Judgment with the specific Money Judgment Statement required by statute [Form One], a Request for Enrollment with Judgment attached as Exhibit A [Form Two] and Notice of Enrollment [Form Three].
4. Using the enclosed Cover Letter, send Affidavit in Support of Request to Enroll Foreign Judgment [Form One], a Request for Enrollment with Judgment attached as Exhibit A [Form Two] and Notice of Enrollment [Form Three] to the clerk of the court where the judgment is sought to be enrolled.
5. Mail a copy of the Notice of Enrollment to the judgment debtor.
6. Wait the required time of 30 days after mailing by the Clerk of the Court of the Notice of Enrollment and then you may execute on property of the judgment debtor that is not exempt from execution.

The judgment becomes a final judgment of that court when recorded in the Office of the Clerk, and can be readily transferred from one county to another as the final judgment of the enrolling court.

See 28 U.S.C. §1738 for statutory requirements for orders which must be extended full faith and credit. States may give full faith and credit without the documentary requirements but they must give full faith and credit if the requirements are met.

Enrollment of a foreign judgment in the State of Maine is controlled by the Uniform Enforcement of Foreign Judgments Act, Title 14, Part 7, Chapter 740, Sections 8001 through 8008, inclusive.

A Law Summary is available and can be printed for your State. To do so, go to where you located this package and select the Law Summary link under the form title and print. Review the Law Summary before beginning the process of completing the forms.

## **FORMS**

- 1. Cover Letter**
- 2. Affidavit in Support of Request to Enroll Foreign Judgment [Form One]**
- 3. Request for Enrollment with Judgment attached as Exhibit A [Form Two]**
- 4. Notice of Enrollment [Form Three]**

Date

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Address

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Return Name and

**Re:** \_\_\_\_\_ **v.** \_\_\_\_\_

Dear Sir or Madam:

Enclosed for filing is a Notice of Enrollment of Foreign Judgment and Request For Enrollment of Foreign Judgment pursuant to the Maine Uniform Enforcement of Foreign Judgment's Act. A filing fee of \$\_\_\_\_\_ is also enclosed. Please return a filed copy to me.

Please advise if you need anything further at this time.

With kindest regards, I am

Sincerely yours,

\_\_\_\_\_  
\_\_\_\_\_

**Print or Type Name**

Enclosures

STATE OF MAINE

DISTRICT COURT

Location \_\_\_\_\_

Docket No. \_\_\_\_\_

\_\_\_\_\_ Plaintiff

v.

\_\_\_\_\_ Defendant

AFFIDAVIT IN SUPPORT OF REQUEST  
TO ENROLL FOREIGN JUDGMENT

STATE OF \_\_\_\_\_

COUNTY OF \_\_\_\_\_

PERSONALLY CAME AND APPEARED BEFORE ME the undersigned authority, the  
within named \_\_\_\_\_, Affiant, who states upon his oath:

1. That he/she is ;
2. That the Affiant is filing such foreign judgment in only one court in the State of Maine;
3. That, \_\_\_\_\_ [PLAINTIFF OR ATTORNEY FOR PLAINTIFF] in  
accordance with the Maine Uniform Enforcement of Foreign Judgments Act, the Social  
Security Number of the Judgment Debtor is \_\_\_\_\_ [if known]  
and the last known address of the Judgment Debtor \_\_\_\_\_  
is:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
City, State and Zip Code

4. That the complete name and last known address of the Judgment Creditor (Plaintiff) is:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

5. That the Affiant is filing such judgment in only one court in the State of Maine.

6. Finally, that the Judgment is final, remains unsatisfied, in whole or part, that the balance of the Judgment which remains unpaid is \$\_\_\_\_\_, and that there is no contest of the judgment pending.

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Plaintiff or Attorney for Plaintiff

State of Maine

County of \_\_\_\_\_

Personally appeared the above named individual(s) and acknowledged the foregoing instrument to be his/her free act and deed.

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Signature of Notary Public

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Name of Notary Public (print your name)

Notary Public, State of Maine\_

STATE OF MAINE

DISTRICT COURT

Location \_\_\_\_\_

Docket No. \_\_\_\_\_

\_\_\_\_\_ Plaintiff

v.

REQUEST FOR ENROLLMENT OF  
FOREIGN JUDGMENT

\_\_\_\_\_ Defendant

Pursuant to the Maine Uniform Enforcement of Foreign Judgment Act you are hereby requested to enroll an Agreed Judgment entered on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ by the \_\_\_\_\_ Court of \_\_\_\_\_ County, State of \_\_\_\_\_, Cause No. \_\_\_\_\_ in favor of \_\_\_\_\_ against \_\_\_\_\_ in the amount of \$\_\_\_\_\_, plus attorneys fees of \$\_\_\_\_\_. The judgment has been authenticated according to acts of Congress and in accordance with the Act as indicated by the attached Exhibit "A".

DATED this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
[Name of Plaintiff or Attorney for Plaintiff]

**CERTIFICATE OF SERVICE**

This is to certify that I, \_\_\_\_\_ [Name of Plaintiff or attorney for Plaintiff], have forwarded this date a true and correct copy of the above and foregoing document, by U.S. Mail, postage fully prepaid, to:

Mail, postage fully prepaid, to:

Name of Judgment Debtor/Defendant \_\_\_\_\_  
Address \_\_\_\_\_  
City, State, Zip \_\_\_\_\_

Name of Clerk \_\_\_\_\_  
Address \_\_\_\_\_  
City, State, Zip \_\_\_\_\_

This the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
[Name of Plaintiff or Attorney for Plaintiff]

STATE OF MAINE

DISTRICT COURT

Location \_\_\_\_\_

Docket No. \_\_\_\_\_

\_\_\_\_\_ Plaintiff

v.

\_\_\_\_\_ Defendant

NOTICE OF ENROLLMENT OF  
FOREIGN JUDGMENT

Pursuant to the provisions of the Maine Uniform Enforcement of Foreign Judgments Act, notice is hereby given that a Judgment entered on the \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_ by the \_\_\_\_\_ Court of \_\_\_\_\_ County, \_\_\_\_\_, Case No. \_\_\_\_\_ in favor of \_\_\_\_\_ and against \_\_\_\_\_ in the amount of \$\_\_\_\_\_, plus attorneys fees in the amount of \$\_\_\_\_\_ which was enrolled in the \_\_\_\_\_ Court of \_\_\_\_\_ County, \_\_\_\_\_ on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

If this Judgment is not paid, execution of same may be commenced within 30 days of the date of filing.

DATED this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Plaintiff or Attorney for Plaintiff

**CERTIFICATE OF SERVICE**

This is to certify that I, \_\_\_\_\_ [Name of Plaintiff or attorney for Plaintiff], have forwarded this date a true and correct copy of the above and foregoing document, by U.S. Mail, postage fully prepaid, to:

Name of Judgment Debtor/Defendant \_\_\_\_\_  
Address \_\_\_\_\_  
City, State, Zip \_\_\_\_\_

Name of Clerk \_\_\_\_\_  
Address \_\_\_\_\_  
City, State, Zip \_\_\_\_\_

This the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
[Name of Plaintiff or Attorney for Plaintiff]