

**STATE OF UTAH**

**ENROLLMENT OF FOREIGN JUDGMENT**

**Uniform Enforcement of Foreign Judgments Act**

**Control Number – UT – 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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## UTAH FOREIGN JUDGMENT ACT

Under 78-22a-1 UCA entitled “Utah Foreign Judgment Act” the following items are necessary in order to file a judgment under this act:

1. A **certified copy of the judgment with an attached exemplification certificate**. A transcript/abstract of judgment, or a docket text *is not acceptable*.
2. A **\$25.00 filing fee**, made payable to Third District Court.
3. A **notarized affidavit stating the last known addresses** of the judgment debtor and creditor.
4. A **notice of judgment form**. Please fill out the top portion. We will fill out the certificate of mailing, since the clerk of the court must do the mailing. An **addressed stamped envelope** must be enclosed for use in mailing to the debtor. Please put at least 2 stamps on the envelope.
5. If you are out of state and/or mailing the judgment to us, please include a **self-addressed stamped envelope** for yourself so that we can return your receipt, which contains your case number. Please use the case number we assign on all further pleadings.
6. Pursuant to UCA §78-22-1.5, you must fill out and submit a **Judgment Information Statement** (example attached) in order to perfect a lien on the real property of the debtor.
7. You will also need to record your judgment and judgment information statement with the local County Recorder’s office, in order to create a lien on real property. [See UCA §78-22-1(7)(a)]
8. No process for the enforcement of the judgment may issue until 30 days after the judgment is filed and notice mailed out to the debtor.

Date

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Return Name and Address

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**Re: [style of case]**

Dear Sir or Madam:

I have enclosed for filing:

Affidavit in Support of Enrollment of Foreign Judgment

Notice of Judgment

Judgment Information Statement

Exemplification Statement

pursuant to the Utah 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,

---

Signature

---

Print or Type Name

Enclosures

Attorney Name: \_\_\_\_\_

Attorney Bar Number: \_\_\_\_\_

Attorney Address: \_\_\_\_\_

Attorney Phone Number: \_\_\_\_\_

IN THE \_\_\_\_\_ JUDICIAL DISTRICT COURT OF UTAH  
IN AND FOR \_\_\_\_\_ COUNTY

<p>_____</p> <p>_____</p> <p style="text-align: right;">Plaintiff</p> <p>vs.</p> <p>_____</p> <p>_____</p> <p style="text-align: right;">Defendant</p>	<p><b>AFFIDAVIT IN SUPPORT OF FOREIGN JUDGMENT</b></p>
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PERSONALLY CAME AND APPEARED BEFORE ME the undersigned authority, the within named \_\_\_\_\_, Affiant, who states upon his oath:

1. That he/she is  the Judgment Creditor or  attorney for the Judgment Creditor;
2. That the Affiant is filing such foreign judgment in only one court in the State of Utah;
3. That \_\_\_\_\_,  the Judgment Creditor or  attorney for the Judgment Creditor, in accordance with the Utah 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. 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.

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

State of Utah  
County of \_\_\_\_\_

The foregoing instrument was acknowledged before me by \_\_\_\_\_ this  
\_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

Witness my hand and official seal.

(Seal)

\_\_\_\_\_  
Notary Public

My commission expires: \_\_\_\_\_

\_\_\_\_\_  
Type or Print Name

IN THE \_\_\_\_\_ JUDICIAL DISTRICT COURT OF UTAH  
IN AND FOR \_\_\_\_\_ COUNTY

_____ _____ _____ Plaintiff vs. _____ _____ Defendant	<b>NOTICE OF JUDGMENT</b>  CASE NO. _____
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PLEASE TAKE NOTICE that the judgment filed from \_\_\_\_\_  
\_\_\_\_\_ jurisdiction has been filed in the \_\_\_\_\_ JUDICIAL DISTRICT  
COURT OF UTAH under the provisions of the UTAH FOREIGN JUDGMENT ACT (UCA  
78-22a-1). Under this act, THIS JUDGMENT HAS THE SAME LEGAL FORCE AND EFFECT AS A  
JUDGMENT RENDERED BY THE UTAH STATE COURT.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Attorney or Creditor Signature

NAME & ADDRESS OF JUDGMENT  
CREDITOR

NAME & ADDRESS OF  
CREDITOR'S ATTY (if any)

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

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

CERTIFICATE OF SERVICE BY MAILING

STATE OF UTAH  
COUNTY OF

\_\_\_\_\_, being first duly sworn, upon oath states that he/she has mailed  
a copy of the notice of judgment to the judgment debtor:

(name of judgment debtor) \_\_\_\_\_  
(street address) \_\_\_\_\_  
(city, state, zip) \_\_\_\_\_

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

\_\_\_\_\_  
Deputy Clerk



Attorney Name: \_\_\_\_\_  
 Attorney Bar Number: \_\_\_\_\_  
 Attorney Address: \_\_\_\_\_  
 \_\_\_\_\_  
 Attorney Phone Number: \_\_\_\_\_

IN THE \_\_\_\_\_ JUDICIAL DISTRICT COURT OF UTAH  
 IN AND FOR \_\_\_\_\_ COUNTY

<p>_____</p> <p>_____</p> <p style="text-align: right;">Plaintiff</p> <p>vs.</p> <p>_____</p> <p>_____</p> <p style="text-align: right;">Defendant</p>	<p style="text-align: center;"><b>JUDGMENT INFORMATION STATEMENT</b></p> <p>CASE NO. _____</p> <p>Judge: _____</p>
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- (1) The [Plaintiff] [Defendant] in this action, as judgment creditor, provides the following information in compliance with Section 78-11-1.5.
- (2) The correct name of the judgment debtor is \_\_\_\_\_.
- (3) The correct last known address of the judgment debtor is \_\_\_\_\_.
- (4) The address at which the judgment debtor received service of process is \_\_\_\_\_.
- (5) The judgment debtor  is  is not a natural person and
  - (a) the social security number of the judgment debtor is \_\_\_\_\_
  - (b) the date of birth of the judgment debtor is \_\_\_\_\_, and
  - (c) the driver license number of the judgment debtor is \_\_\_\_\_.
- (6) The name of the judgment creditor is \_\_\_\_\_.
- (7) The amount of the judgment is \$ \_\_\_\_\_.
- (8) The judgment was entered on \_\_\_\_\_.
- (9)  The judgment has not been stayed.  The judgment has been stayed and the stay expires on \_\_\_\_\_.
- (10) The judgment creditor has reviewed its own records, the records of its attorney, and the records of the court in which the judgment was entered. Any information required by Section 78-22-1.5 but not provided in this statement is unknown and unavailable.

\_\_\_\_\_  
[Attorney for] Judgment Creditor

Party Name: \_\_\_\_\_

Party Address: \_\_\_\_\_

\_\_\_\_\_

**EXEMPLIFICATION CERTIFICATE**

UNITED STATES OF AMERICA

Information Identifying the Exemplifying Court - ie - In the District Court of the First Judicial District  
In and for \_\_\_\_\_ County, State of \_\_\_\_\_

I, \_\_\_\_\_, Presiding Judge of the exemplifying court,  
\_\_\_\_\_ County, State of \_\_\_\_\_, certify that said \_\_\_\_\_ is a Court of Record,  
having a Clerk and a seal; that the signature is the handwriting of full name of the clerk of the  
exemplifying court and that all official acts of the Clerk of the Court are entitled to full faith and credit.  
And I further certify that said attestation is executed according to law.

Signed and sealed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Presiding Judge of the \_\_\_\_\_ Court

[seal of the court]

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

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

ss.

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

I, \_\_\_\_\_, Clerk of the \_\_\_\_\_ Court, \_\_\_\_\_ County,  
State of \_\_\_\_\_, certify that the Honorable \_\_\_\_\_ whose name is subscribed to  
the preceding certificate, is one of the Judges of this Court, and that the signature of the Judge is genuine.

Signed and sealed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Clerk of the \_\_\_\_\_ Court

[seal of the court]