



COURT FORMS

LOUISIANA DEPARTMENT OF JUSTICE
OFFICE OF THE ATTORNEY GENERAL
JEFF LANDRY



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INTRODUCTION

The following forms should not be considered legal advice and are provided only as a guide to assist the litigant in developing a form for a particular case and set of facts. The justice of the peace cannot give legal advice or complete forms. These forms may or may not be appropriate for the litigant's particular case. In such cases, the litigant should modify the content and format for their particular situation. If the litigant has a question about the use of these forms, or their legal rights, the litigant should contact a lawyer.

Due to the changing nature of the law, the forms and information contained in this packet may become outdated. Therefore, the litigant should review and research statutes and rules of procedure referenced in the instructions to ensure that they are accurate and current.

Included in this Packet:

Small Claims:

Statement of Claim
Citation
Citation with Court Date
Long Arm Citation
Constable's Return Section
Instructions for Defendant's Answer
Defendant's Answer
Reconventional Demand
Motion and Order to Set for Trial
Request for Subpoena
Civil Subpoena
Notice of Judgment
Default Judgment
Judgment in Favor of Plaintiff
Judgment in Favor of Defendant
Dismissal of Claim
Petition for Appeal via Trial de Novo
Motion to Examine Judgment Debtor; Order
Notice of Judgment Debtor to Appear for Examination
Rule Against Judgment Debtor for Contempt
Judgment Against Judgment Debtor for Contempt
Writ of Possession
Return on Writ of Possession
Writ of Fieri Facias
Return on Writ of Fieri Facias
Notice of Seizure to Garnishee
Garnishment Citation
Petition for Garnishment
Statement of Sum Due Under Garnishment; Order
Instructions for Garnishment Answers
Instructions for the Garnishee
Interrogatories
Answers to Interrogatories
Notice of Garnishment Judgment
Garnishment Judgment
Motion for Judgment Pro Confesso; Rule to Show Cause
Petition to Make Judgment Executory; Order
Satisfaction of Judgment

Evictions:

Notice to Vacate – Tenant
Notice to Vacate – Occupant
Petition of Eviction; Order
Judgment of Eviction
Judgment of Non-Eviction
Warrant of Possession
Constable Return on Warrant of Possession

Sequestrations:

Petition to Recover Past Due Rent and Sequestration
Affidavit; Notice of Seizure; Order; Writ of Sequestration; Return on Writ of Sequestration
Appointment of Keeper Indemnification Agreement
Instructions to the Constable/Instructions to the Keeper
Judgment

Peace Bonds:

Application for Peace Bond; Order
Peace Bond
Judgment Forfeiting Peace Bond

OMV & WLF:

Bill of Sale
Odometer Disclosure Statement
Act of Donation
Affidavit Justifying Selling Price
Affidavit of Non-Purchase and Delivery
One and the Same Person Affidavit
Motor Vehicle Power of Attorney
Affidavit of Correction
Affidavit of Non-Residency
Bill of Sale of Boat/Motor
Affidavit for Duplicate Boat Decals
Affidavit of Clear Title – Vessel
Affidavit of Ownership
Manufacturer's Statement of Origin
Application for Boat Inspection

Other Forms:

Recusal Order
Out of Supreme Court District Marriage Request Form

STATE OF LOUISIANA	JUSTICE OF THE PEACE COURT	PARISH OF _____
Ward: _____	Mailing Address of Court: _____	
District: _____	Court Telephone No.: _____	

STATEMENT OF CLAIMS

CASE NO: _____

PLAINTIFF

VERSUS

DEFENDANT

Full Name of Party Bringing Suit

Full Name of Party Being Sued
or Company Name

Address

Agent's Name, if Company

City/State, Zip Code

Address

Phone Number

City/State, Zip Code

Phone Number

SUIT ON:

- Damages to Rental Property Past Due Rent Promissory Note Open Account (attach a copy of the certification of the correctness of the account signed in Notary's presence, with documentation that Defendant(s) was sent copies by certified mail) Money Claim NSF Check (Copy attached of certified receipt which has given Defendant(s) 30 days from receipt thereof to send full payment, etc.) Other

Give an explanation of your claim below (if more room is needed, attach a separate sheet):

_____.

Amount sued for \$ _____ **DOLLARS (\$** _____ **) plus legal interest, court costs, and attorney fees, if applicable, from date of judicial demand.**

Date Indebtedness Occurred _____ thru _____
Day Month Year Day Month Year

Plaintiff(s) affirms that the facts and documents as submitted in this claim are true and accurate.

Name and Address of Attorney if appropriate:

Signature of Plaintiff or
Representative Thereof

DATE FILED: MONTH _____ DAY _____ YEAR _____

CITATION

JUSTICE OF THE PEACE COURT

PARISH

WARD ___ DISTRICT ___

_____, LA _____

Telephone: (____) ____ - ____

Fax: (____) ____ - ____

******ATTENTION******

CASE NO. _____

PLAINTIFF(S): _____

Address: _____
_____, _____

Telephone: (____) ____ - ____

Fax: (____) ____ - ____

VS.

DEFENDANT(S): _____

Address: _____
_____, _____

Telephone: (____) ____ - ____

Fax: (____) ____ - ____

TO THE ABOVE IDENTIFIED DEFENDANT:

You have been sued. This lawsuit is filed in the above identified Justice of the Peace Court. A copy of the original petition filed by the above identified plaintiff(s) has been attached to this citation with a true copy of all supporting documents submitted with this claim.

You are hereby cited to comply with the demand contained in the petition or to file your answer, and any exceptions upon which you may rely, to said petition to the above identified court within ten (10) days of the service hereof. To do so, use the form which is provided entitled "Defendant's Answer."

Your failure to comply herewith will subject you to the penalty of entry of default judgment against you. If you are unsure of what to do, you should talk with an attorney about it immediately.

WITNESS THIS _____ DAY OF _____, 20_____.

JUSTICE OF THE PEACE

WARD ___ DISTRICT ___

PARISH OF _____

CITATION

JUSTICE OF THE PEACE COURT

PARISH

WARD ___ DISTRICT ___

_____, LA _____

Telephone: (____) ____ - ____

Fax: (____) ____ - ____

******ATTENTION******

CASE NO. _____

PLAINTIFF(S): _____

Address: _____
_____, _____

Telephone: (____) ____ - ____

Fax: (____) ____ - ____

VS.

DEFENDANT(S): _____

Address: _____
_____, _____

Telephone: (____) ____ - ____

Fax: (____) ____ - ____

TO THE ABOVE IDENTIFIED DEFENDANT:

You have been sued. This lawsuit is filed in the above identified Justice of the Peace Court. A copy of the original petition filed by the above identified plaintiff(s) has been attached to this citation with a true copy of all supporting documents submitted with this claim.

You are hereby cited to comply with the demand contained in the petition filed by the Plaintiff or appear in the above identified court at _____ AM/PM on _____ day of _____, 20__.

Your failure to comply herewith will subject you to the penalty of entry of default judgment against you. If you are unsure of what to do, you should talk with an attorney about it immediately.

WITNESS THIS _____ DAY OF _____, 20_____.

JUSTICE OF THE PEACE

WARD ___ DISTRICT ___

PARISH OF _____

LONG ARM CITATION
(For Out of State Defendants)

CASE NO. _____

JUSTICE OF THE PEACE COURT		
STATE OF LOUISIANA	PARISH OF _____	WARD: ____ DISTRICT: _____
Mailing Address: _____ _____		Phone No: (____) _____

PLAINTIFF(S): _____	Phone No.: _____
Address: _____ _____	Fax No.: _____
VS.	
DEFENDANT(S): _____	Phone No.: _____
Address: _____ _____	Fax No.: _____

You are hereby cited to comply with the demand contained in the petition, a certified copy of which accompanies this citation, or to file your answer or other pleading to said petition in the office of the Justice of the Peace, of Ward ____ District _____, City of _____, in _____ Parish of the State of Louisiana **within thirty (30) days after the service** of this document. **Your failure to comply with this requirement will subject you to the entry of a default judgment against you.**

The sheriff or his deputy has just handed you a law suit which states why you are being sued. You, as defendant, have thirty (30) days after you receive this petition to either file an answer with the Justice of the Peace of Ward ____ District _____, of _____ Parish, in _____, Louisiana or retain an attorney of your choice to act in your behalf. If you do nothing within the said time period, then a judgment could be rendered against you.

Attached are: _____

WITNESS the Honorable Judge of this Court on the ____ day of _____, _____.

JUSTICE OF THE PEACE
WARD ____ DISTRICT ____
PARISH OF _____

CONSTABLE'S RETURN SECTION

PERSONAL

On the ___ day of _____, 20___, I received the within Citation or other process and a certified copy of the accompanying Petition. On the ___ day of _____, 20___, I served them on the within named defendant, _____, by delivering them to him in person, at _____ in _____ Parish.

DOMICILIARY

On the ___ day of _____, 20___, I received the within Citation or other process and a certified copy of the accompanying Petition. On the ___ day of _____, 20___, I served them on the within named defendant, _____, by delivering the same at his/her dwelling house or usual place of abode in _____ Parish, which is located at _____. I delivered the same to _____, a person of suitable age and discretion residing in the domiciliary establishment, whose name and other facts connected with this service I learned by interrogating him/her before making this service; the defendant being temporarily absent from his domicile at the time of this service.

CERTIFIED MAIL RETURN RECEIPT

On the ___ day of _____, 20___, I received the within Citation or other process and a certified copy of the accompanying Petition. On the ___ day of _____, 20___, I mailed them by Certified Mail, Return Receipt Requested, to the defendant at _____.

On the ___ day of _____, 20___, I received the return-receipt ("green card") from the U.S. Postal Service. It was signed by _____ and dated _____. The return receipt ("green card") is attached to this return.

DUE DILIGENCE

On the ___ day of _____, 20___, I received the within Citation or other process and a certified copy of the accompanying Petition. After diligent search and inquiry, I was unable to find the within named defendant, _____, or his domicile, or anyone legally authorized to represent him. I therefore return the original Citation or other process and accompanying certified Petition **NOT SERVED** this ___ day of _____, 20___, because of these reasons: _____.

CONSTABLE, JUSTICE OF THE PEACE COURT
WARD _____ DISTRICT _____

VERSUS

CASE NO. _____

JUSTICE OF THE PEACE COURT
WARD _____, DISTRICT _____
PARISH OF _____

STATE OF LOUISIANA

INSTRUCTIONS FOR DEFENDANT'S ANSWER

DO NOT IGNORE THESE PAPERS. If you fail to answer within ten (10) calendar days after service of the claim against you, the court may enter a default judgment against you. The plaintiff may then request to garnish your wages or take your property to satisfy the judgment.

- 1 DECIDE IF YOU WISH TO CONTEST THE CLAIM.** You should answer, even if you feel you are the wrong defendant. Your answer should contain every "defense" you have. You may use the form provided by the court for your answer. File your answer in writing to the court within ten (10) days after you received the citation. You must also mail a copy of your answer to the plaintiff. This may be done by regular mail.
- 2 DECIDE IF YOU WISH TO HIRE AN ATTORNEY TO REPRESENT YOU.** You are allowed to represent yourself if you desire to do so. **THE JUSTICE OF THE PEACE CANNOT GIVE YOU LEGAL ADVICE OR COMPLETE FORMS.**
- 3 POSSIBLE "DEFENSES" INCLUDE BUT ARE NOT LIMITED TO THE FOLLOWING:**
 - a Lack of Subject Matter Jurisdiction (the JP court does not have the authority to hear the type of case);
 - b Improper venue (the JP court where the suit was filed is not the proper court location);
 - c Contributory negligence (negligence on the part of the plaintiff);
 - d Debt was discharged in bankruptcy;
 - e Error or mistake;
 - f Previous compromises or payment of an obligation;
 - g Excessive damage claimed.
- 4** If you believe you have a claim of your own against the party suing you, you may file a reconventional demand. The plaintiff must be served with this "reconventional demand" before the trial. The defendant (plaintiff-in-reconvention) must pay a basic filing fee of \$ _____.
- 5** You will have the opportunity at trial to present your witnesses and evidence, and the opportunity to pose questions to your opponent(s). You may be asked to answer your opponent's questions. The procedure will be more relaxed and informal than an ordinary trial, with the judge asking questions in an effort to understand the case and ascertain the truth.
- 6** After all of the testimony is taken, the judge will announce the decision regarding which party has won the case and the amount of any judgment, if a sum of money is awarded.
- 7** There are times when the judge will not render a decision immediately after the trial but will take the matter "under advisement" in order to conduct research. You will be notified of such a decision by mail.
- 8** If you and your attorney do not agree with the decision made by the judge, you will have fifteen (15) days from the signing of the judgment, or from receipt of judgment, if the case has been taken under advisement, to appeal your case.

_____	*	CASE NO. _____
	*	
VERSUS	*	JUSTICE OF THE PEACE COURT
	*	WARD _____, DISTRICT _____
_____	*	PARISH OF _____
_____	*	
	*	STATE OF LOUISIANA

DEFENDANT'S ANSWER

This form may be used to notify the Justice of the Peace whether or not you intend to contest the plaintiff's claim. Mark the statement below that applies and/or provide a narrative answer in the space provided below:

- _____1. I do not owe the Plaintiff any part of what he claims; or
- _____2. I owe the Plaintiff only part of what he claims; or
- _____3. I owe the Plaintiff what he claims, and waive any further appearance and/or delays and consent to judgment against me in the amount sought.

DATE: _____ **SIGNATURE:** _____

PHONE NO: _____ **ADDRESS:** _____

NOTICE TO ALL PARTIES: During the pendency of this lawsuit, the Justice of the Peace will contact you at the above address and phone number you have provided. If either address or phone number should change, you must notify the Justice of the Peace immediately.

VERSUS

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CASE NO. _____
JUSTICE OF THE PEACE COURT
WARD _____, DISTRICT _____
PARISH OF _____
*
STATE OF LOUISIANA

RECONVENTIONAL DEMAND

Whether or not you believe you owe the plaintiff anything, you may have a claim of your own against the plaintiff(s). You may raise your claim as part of this case and have it decided at the same time. If your claim is for an amount over the jurisdiction of the Justice of the Peace Court (greater than \$5,000), you must submit a notarized affidavit (sworn statement) and have the case transferred to the regular docket of the city or district court. Contact the clerk of court regarding the court cost deposits and for other information.

Plaintiff(s) owes me _____ DOLLARS (\$) for the following reasons:

Date: _____
Phone: _____

Signature: _____
Address: _____

NOTICE TO ALL PARTIES: During the pendency of this lawsuit, the Justice of the Peace will contact you at the above address and phone number you have provided. If this information changes, you must notify the Justice of the Peace immediately.

_____	*	CASE NO. _____
	*	
VERSUS	*	JUSTICE OF THE PEACE COURT
	*	WARD _____, DISTRICT _____
_____	*	PARISH OF _____
_____	*	
	*	STATE OF LOUISIANA

MOTION AND ORDER TO SET TRIAL

NOW INTO COURT, comes _____, Plaintiff/Defendant, in the above captioned matter, and suggests to the court that an examination of this record shows that answers have been filed in this case, and that the case is now ready for trial on the merits.

Respectfully Submitted,

Plaintiff/Defendant

ORDER

CONSIDERING THE FOREGOING MOTION:

IT IS ORDERED that this matter be set for trial on the merits on the ___ day of _____, 20 __, at _____ AM/PM.

Order signed at _____, Louisiana, _____, 20__.

Justice of the Peace
Ward _____ District _____
_____ Parish

VERSUS

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CASE NO. _____
JUSTICE OF THE PEACE COURT
WARD _____, DISTRICT _____
PARISH OF _____
*
STATE OF LOUISIANA

REQUEST FOR SUBPOENA

Please issue Subpoena(s) for the following individuals to appear in court on the ___ day of

_____, 20____, at _____ A.M./P.M.

- 1 _____

- 2 _____

- 3 _____

- 4 _____

This request is being made by _____,
_____, Louisiana this _____ day of _____, 20____.

Respectfully Submitted,

Plaintiff/Defendant

*
*
*
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*
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*

CASE NO. _____

JUSTICE OF THE PEACE COURT

VERSUS

WARD _____, DISTRICT _____

PARISH OF _____

STATE OF LOUISIANA

CIVIL SUBPOENA

To: **NAME**
 ADDRESS

You are Hereby Comanded to appear before the above named Court, at the **COURT'S ADDRESS** at **CITY**, Louisiana, on the **DATE** day of **MONTH, YEAR**, at **TIME A.M./P.M.**, to testify to the truth on behalf of **PLAINTIFF'S NAME**, the plaintiff in the above numbered and entitled cause, and there to remain in attendance until discharged. Fail not to appear as herein directed, under penalty of the law.

By Order of the Court, this **DATE** day of **MONTH, YEAR**.

JUSTICE OF THE PEACE
WARD _____, DISTRICT _____
PARISH OF _____

JUSTICE OF THE PEACE COURT
WARD _____ DISTRICT _____
_____ PARISH

No. _____

_____ (Plaintiff) _____

Versus

_____ (Defendant) _____

NOTICE OF JUDGMENT

TO:

In accordance with Louisiana Code of Civil Procedure art 1913(C), you are hereby notified that a judgment was rendered in the above captioned matter. A certified copy of the judgment is attached to this notice.

_____, Louisiana, _____, 20__.

Justice of the Peace
Ward _____ District _____
_____ Parish

_____	*	CASE NO. _____
	*	
VERSUS	*	JUSTICE OF THE PEACE COURT
	*	WARD _____, DISTRICT _____
_____	*	PARISH OF _____
_____	*	
	*	STATE OF LOUISIANA

DEFAULT JUDGMENT

This cause coming on for trial pursuant to previous assignment, and the defendant having been cited and failing to appear or file his/her answer to plaintiff's demand within the legal delay thereafter, and the law and evidence being in favor of the plaintiff and against the defendant;

IT IS THEREFORE ORDERED, ADJUDGED AND DECREED that there be judgment in favor of the plaintiff, _____, and against the defendant, _____, in the sum of _____ (\$ _____) DOLLARS, with _____ percent interest thereon from the _____ day of _____, _____, until paid, plus court costs.

THUS IS DONE AND SIGNED in _____, Louisiana, the _____ day of _____, _____.

JUSTICE OF THE PEACE
WARD _____ DISTRICT _____
PARISH OF _____

_____	*	CASE NO. _____
	*	
VERSUS	*	JUSTICE OF THE PEACE COURT
	*	WARD _____, DISTRICT _____
_____	*	PARISH OF _____
_____	*	
	*	STATE OF LOUISIANA

JUDGMENT IN FAVOR OF PLAINTIFF

This cause coming on for trial pursuant to previous assignment, and both parties appearing in court at the hour fixed for trial; the plaintiff having proved his/her demand; and the law and evidence being in favor of the plaintiff(s) and against the defendant(s);

IT IS THEREFORE ORDERED, ADJUDGED AND DECREED that there be judgment in favor of the plaintiff(s), _____, and against the defendant(s), _____, in the sum of _____ (\$ _____) DOLLARS, with _____ percent (____%) interest thereon from the _____ day of _____, _____, until paid, plus court costs.

JUDGMENT READ, RENDERED, AND SIGNED in open court on this _____ day of _____, _____.

 JUSTICE OF THE PEACE
 WARD _____ DISTRICT _____
 PARISH OF _____

_____	*	CASE NO. _____
	*	
VERSUS	*	JUSTICE OF THE PEACE COURT
	*	WARD _____, DISTRICT _____
_____	*	PARISH OF _____
_____	*	
	*	STATE OF LOUISIANA

JUDGMENT IN FAVOR OF DEFENDANT

This cause coming on for trial pursuant to previous assignment, and both parties appearing in court at the hour fixed for trial; the plaintiff having failed to adequately prove his/her demand; the defendant(s) having proven his/her reconventional demand; and the law and evidence being in favor of the defendant(s) and against the plaintiff(s);

IT IS THEREFORE ORDERED, ADJUDGED AND DECREED that there be judgment in favor of the defendant(s), _____, and against the plaintiff(s), _____, in the sum of _____ (\$ _____) DOLLARS, with _____ percent (____%) interest thereon from the _____ day of _____, _____, until paid, plus court costs.

JUDGMENT READ, RENDERED, AND SIGNED in open court on this _____ day of _____, _____.

JUSTICE OF THE PEACE
WARD _____ DISTRICT _____
PARISH OF _____

VERSUS

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CASE NO. _____
JUSTICE OF THE PEACE COURT
WARD _____, DISTRICT _____
PARISH OF _____
STATE OF LOUISIANA

DISMISSAL OF CLAIM

Considering the Motion to Dismiss filed on behalf of _____,

IT IS HEREBY ORDERED, ADJUDGED, and DECREED, that all claims of Plaintiff, _____, against Defendant, _____, are hereby dismissed, (*with or without*) prejudice, with each party to bear its own costs.

JUDGMENT READ, RENDERED, AND SIGNED in open court on this ____ day of _____, _____.

JUSTICE OF THE PEACE
WARD _____ DISTRICT _____
PARISH OF _____

_____ : CASE _____ DIVISION _____
VERSUS : _____ JUDICIAL DISTRICT COURT
_____ : PARISH OF _____
: STATE OF LOUISIANA

Filed: _____

Deputy Clerk

**PETITION FOR APPEAL VIA TRIAL DE NOVO OF JUDGMENT
ISSUED BY THE JUSTICE OF THE PEACE**

NOW INTO COURT, through undersigned counsel, comes _____, named defendant in the captioned matter, who respectfully avers as follows:

1.

On _____, 20____, the Honorable _____, Justice of the Peace, Ward _____, District _____, for the Parish of _____, State of Louisiana, entered a Judgment (a certified copy of which is attached hereto and marked as Exhibit _____) in the case entitled _____, No. _____, in favor of plaintiff, _____, against _____ in the amount of \$_____.__, plus interest of _____% annum until paid and court costs.

2.

Defendant _____ is aggrieved by said Judgment, which was in error.

3.

THEREFORE, defendant _____ requests that, in accordance with Louisiana Code of Civil Procedure articles 4924 and 4925, this court hold a trial de novo on this case.

WHEREFORE, defendant _____ respectfully prays that this Honorable Court review the Judgment issued by the Honorable _____, Justice of the Peace, Ward _____, District _____, for the Parish of _____, State of Louisiana, and that after due proceedings had that judgment be rendered in defendant's favor dismissing the claims of plaintiff, with prejudice, at plaintiff's cost, and for all other and equitable relief as the nature of the case may permit.

Respectfully Submitted,

PLEASE SERVE:

VERSUS

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CASE NO. _____
JUSTICE OF THE PEACE COURT
WARD _____, DISTRICT _____
PARISH OF _____
STATE OF LOUISIANA

MOTION TO EXAMINE JUDGMENT DEBTOR

The motion of _____, plaintiff in the above entitled and numbered action, respectfully represents:

1.

Mover is a judgment creditor of _____, defendant in this action, in the amount of _____ (\$ _____) DOLLARS, with legal interest from the date of _____, and costs, as set forth in the judgment signed in the above proceedings on the date of _____, as appears from the record, and this judgment has not been satisfied.

2.

Mover wishes to examine the defendant, judgment debtor, upon all matters relating to his property, pursuant to Article 2451, Louisiana Code of Civil Procedure.

3.

Mover also desires that the judgment debtor produce in open court for examination the books, papers, and other documents described below which are in his possession and desires also to examine the judgment debtor himself in connection with these books, papers, and documents relating to his property:

_____.

4.

Mover believes that through these books, papers, and documents he can establish the following facts:

_____.

WHEREFORE, mover prays that:

- 1 This Court order the defendant to appear at a date and time fixed by this Court for examination as a judgment debtor, and
- 2 The defendant be ordered to produce in open Court at the same time the books, papers and documents described in paragraph 3 above.

(Signature of Attorney for Plaintiff)

VERSUS

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CASE NO. _____
JUSTICE OF THE PEACE COURT
WARD _____, DISTRICT _____
PARISH OF _____
*
STATE OF LOUISIANA

ORDER TO EXAMINE JUDGMENT DEBTOR

The foregoing motion considered:

IT IS ORDERED that _____, defendant named in the foregoing motion, appear in open court at the address provided above, on the _____ day of _____, _____, at _____ a.m./p.m. to be examined as judgment debtor pursuant to La. C.C.P. art. 2451 and that he produce at that time the books, papers and documents described in paragraph 3 of the foregoing motion.

THUS ORDERED in _____, Louisiana, the _____ day of _____, _____.

JUSTICE OF THE PEACE
WARD ____ DISTRICT ____
PARISH OF _____

PLEASE SERVE THE DEFENDANT
AT THE FOLLOWING ADDRESS:

_____	*	CASE NO. _____
	*	
VERSUS	*	JUSTICE OF THE PEACE COURT
	*	WARD _____, DISTRICT _____
_____	*	PARISH OF _____
_____	*	
	*	STATE OF LOUISIANA

NOTICE OF JUDGMENT DEBTOR TO APPEAR FOR EXAMINATION

YOU ARE HEREBY COMMANDED to comply with the motion and order, a certified copy whereof accompanies this Notice, and to appear before this Court, at the address, _____ on the _____ day of _____, _____, at _____ a.m./p.m. to be examined as Judgment Debtor according to law and as prayed for in the petition this day filed, a copy of which is attached hereto and made a part hereof.

BY ORDER OF THE COURT in _____, Louisiana on this _____ day of _____, _____.

Issued and delivered this on this _____ day of _____, _____.

 JUSTICE OF THE PEACE
 WARD _____ DISTRICT _____
 PARISH OF _____

BY: _____

VERSUS

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*
*
*
*

CASE NO. _____
JUSTICE OF THE PEACE COURT
WARD _____, DISTRICT _____
PARISH OF _____
STATE OF LOUISIANA

RULE AGAINST JUDGMENT DEBTOR FOR CONTEMPT

On motion of _____, the plaintiff aforementioned, though his/her undersigned counsel, and suggesting to the Court that the defendant, _____ was summoned by this Court to be examined by plaintiff, on the _____ day of _____, _____, at _____ a.m./p.m., as to matters concerning his property; but that the defendant has refused or failed to appear for this examination.

IT IS ORDERED that the defendant, _____, show cause to the Court on the _____ day of _____, _____, at _____ a.m./p.m., why he should not be adjudged to be in contempt of this Court, and punished accordingly.

JUSTICE OF THE PEACE
WARD _____ DISTRICT _____
PARISH OF _____

BY: _____
Attorney for Plaintiff

Please Serve the Defendant at the Following Address:

_____	*	CASE NO. _____
	*	
VERSUS	*	JUSTICE OF THE PEACE COURT
	*	WARD _____, DISTRICT _____
_____	*	PARISH OF _____
_____	*	
	*	STATE OF LOUISIANA

JUDGMENT AGAINST JUDGMENT DEBTOR FOR CONTEMPT

This case came before the Court today for hearing on motion of plaintiff, _____, that defendant, _____, be adjudged in contempt of this Court because of defendant's refusal to comply with the order issued by this court requiring that he/she appear for examination before the court on the _____ day of _____, _____.

After due hearing, the Court being of the opinion that defendant, _____, has refused to comply with an order of the above mentioned Court to appear for examination.

IT IS ORDERED, ADJUDGED AND DECREED that defendant, _____, is guilty of contempt of this Court by defendant's refusal or failure to appear for examination.

IT IS ORDERED, ADJUDGED AND DECREED that the defendant, _____, be (check one or both):

_____ Fined \$ _____ (Not to exceed \$50.00 Dollars) and/or
 _____ Imprisoned in Parish Jail for 24 hours for defendant's contempt of court

 JUSTICE OF THE PEACE
 WARD ____ DISTRICT ____
 PARISH OF _____

JUSTICE OF THE PEACE COURT

PLAINTIFF

CASE NUMBER

VERSUS

WARD , DISTRICT

PARISH OF

DEFENDANT

STATE OF LOUISIANA

WRIT OF POSSESSION

TO THE CONSTABLE/SHERIFF:

Whereas, in the above action, a final judgment dated _____ was entered in favor of plaintiff and against defendant, adjudging that plaintiff recover of defendant possession of the following movable property:

_____;

Now, therefore, you are directed to seize and deliver possession of the above-described property to _____, plaintiff in the above-entitled action, and to make return of this writ to this court.

Witness my hand this _____ day of _____, 20_____.

JUSTICE OF THE PEACE
WARD _____ DISTRICT _____
PARISH OF _____

JUSTICE OF THE PEACE COURT

PLAINTIFF

CASE NUMBER

VERSUS

WARD , DISTRICT

PARISH OF

DEFENDANT

STATE OF LOUISIANA

RETURN ON WRIT OF POSSESSION

TAKE NOTICE, that by virtue of a Writ of Possession issued by the Honorable _____, Justice of the Peace, District ____, of the Parish of _____, directed and delivered for execution:

I have seized and delivered possession of the following movable property: _____ to _____, plaintiff in the above-entitled action, and to make return of this writ to this court.

Date this _____ day of _____, 20__.

CONSTABLE

Justice of the Peace
Filed on ____ day of _____, 20__.

_____	*	CASE NO. _____
	*	
VERSUS	*	JUSTICE OF THE PEACE COURT
	*	WARD _____, DISTRICT _____
_____	*	PARISH OF _____
_____	*	
	*	STATE OF LOUISIANA

WRIT OF FIERI FACIAS

To: Constable/Sheriff
 Ward _____, District _____
 Parish of _____
 State of Louisiana

THE COURT COMMANDS you that, by seizure and sale of this property, real and personal, and rights and credits of _____, in the manner prescribed by law, you cause to be made the sum of _____ DOLLARS (\$ _____), debt, with interest thereon from the _____ day of _____, _____, until paid, at the rate of _____ percent (____%) of principal and interest of the debt owed; and also the sum of _____ DOLLARS (\$ _____), for court costs, as well as your own costs and charges, to satisfy a judgment lately rendered against _____, in favor of _____

You shall execute this writ and make return to our said Court as the law directs.

WITNESS my hand on this _____ day of _____, _____.

 JUSTICE OF THE PEACE
 WARD _____, DISTRICT _____
 PARISH OF _____

_____ * CASE NO. _____
 _____ *
 _____ *
 VERSUS * JUSTICE OF THE PEACE COURT
 _____ * WARD _____, DISTRICT _____
 _____ * PARISH OF _____
 _____ *
 _____ * STATE OF LOUISIANA

RETURN ON WRIT OF FIERI FACIAS

TAKE NOTICE, that by virtue of a Writ of Fieri Facias and garnishment issued by the Honorable _____, Justice of Peace for Ward _____, District _____, of the Parish of _____, directed and delivered for execution:

I have seized and taken into my possession, the following described property to wit: (all goods, movables, right of credit or property of any kind now in your possession and belonging to defendant herein.)

Taken as your property, under said writ, to pay and satisfy the said writ, say the sum of _____ DOLLARS (\$ _____).

DATE RETURNED: MONTH _____ DAY _____ YEAR _____

 CONSTABLE
 WARD _____, DISTRICT _____
 PARISH OF _____

VERSUS

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CASE NO. _____
JUSTICE OF THE PEACE COURT
WARD _____, DISTRICT _____
PARISH OF _____
STATE OF LOUISIANA

NOTICE OF SEIZURE TO GARNISHEE

TO: _____

PLEASE TAKE NOTICE that by Writ of Fieri Facias issued in the above entitled and numbered proceedings, I seized in your hands all of the property, rights, and credits which you may now or hereafter have in your possession or under your control belonging to the defendant,

(Defendant)

On this _____ day of _____, _____.

CONSTABLE
WARD _____ DISTRICT _____
PARISH OF _____

_____	*	CASE NO. _____
	*	
VERSUS	*	JUSTICE OF THE PEACE COURT
	*	WARD _____, DISTRICT _____
_____	*	PARISH OF _____
_____	*	
	*	STATE OF LOUISIANA

GARNISHMENT CITATION

TO: _____ (Garnishee)
 _____ (Address)
 _____ (City, State, Zip)

You are hereby ordered, to declare under oath, what property belongs to the defendant, in this case you have in your possession or under your control, or in what sum you are indebted to said defendant, and also to answer in writing, categorically and under oath, the interrogatories annexed to the petition, of which a certified copy accompanies this citation, and to file your sworn answers by delivering them to the Justice of the Peace Court, Ward _____, District _____, at the address _____, within fifteen (15) days of the date of service of this citation.

This service was issued at the request of, or on behalf of Plaintiff, and by order of said Court on the _____ day of _____, _____, at _____, Louisiana.

 JUSTICE OF THE PEACE
 WARD _____ DISTRICT _____
 PARISH OF _____

VERSUS

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CASE NO. _____
JUSTICE OF THE PEACE COURT
WARD _____, DISTRICT _____
PARISH OF _____
STATE OF LOUISIANA

PETITION FOR GARNISHMENT

The petition of Plaintiff, _____, domiciled in the Parish of _____, State of Louisiana, with respect shows and represents that:

1.

A writ of fieri facias has issued in this cause to enforce judgment which Plaintiff has obtained against Defendant, _____.

2.

Plaintiff has reason to believe that the Defendant, _____, is employed by _____ (garnishee), which is, or will be, indebted to Defendant for his wages, salary, or commission.

3.

Plaintiff tenders, for deposit into the registry of this Court, for the account of Defendant's employer, the attorney's fee required for the garnishment of wages, salary, or commission.

WHEREFORE, PLAINTIFF PRAYS THAT _____ (garnishee) be cited as garnishee and ordered to answer, under oath and in writing, the attached interrogatories, as provided by law; and that Plaintiff be authorized to deposit into the registry of this Court, for the account of the garnishee, the attorney's fees required by law.

Signature of Plaintiff/Representative

Address

Telephone Number

_____	*	CASE NO. _____
	*	
VERSUS	*	JUSTICE OF THE PEACE COURT
	*	WARD _____, DISTRICT _____
_____	*	PARISH OF _____
_____	*	
	*	STATE OF LOUISIANA

STATEMENT OF SUM DUE UNDER GARNISHMENT

In connection with an application for garnishment of wages filed in this captioned cause, I certify the following to be a true and correct statement of the judgment claims as of this date:

Principal:	\$ _____
Interest:	\$ _____
Justice of the Peace Court Costs:	\$ _____
Court costs (other than this court)	\$ _____
TOTAL TO DATE:	\$ _____

I further certify that the above figure reflects all credits due against the account, but the account is subject to accrual of additional interest, attorney's fees, constable's commission and court costs.

In _____, Louisiana, this _____ day of _____, _____.

Plaintiff in Proper Person

Address

Telephone Number

VERSUS

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CASE NO. _____
JUSTICE OF THE PEACE COURT
WARD _____, DISTRICT _____
PARISH OF _____
STATE OF LOUISIANA

ORDER

IT IS HEREBY ORDERED that the garnishment proceedings be issued as prayed for with _____ being named Garnishee and cited to answer the interrogatories propounded herein, under oath, within **FIFTEEN (15) DAYS** from date of service of this order, as the law directs;

In _____, Louisiana, this _____ day of _____, _____.

JUSTICE OF THE PEACE
WARD _____ DISTRICT _____
PARISH OF _____

SERVE GARNISHEE AT THIS ADDRESS:

JUSTICE OF THE PEACE COURT
WARD _____, DISTRICT _____
PARISH OF _____

Instructions for Garnishment Answers if an Attorney Does Not Prepare the Answers

Follow these simple procedures or your garnishment answers will be returned.

- 1 Please place your garnishment answers on company letterhead, or use the answer sheet provided.
- 2 Garnishment answers **must be signed AND notarized.**
- 3 Please type your responses.
- 4 Please provide the style of the case and the case number (EXAMPLE: Company, Inc. v. John Doe, Case No. 15-0001)
- 5 Please **mail** the original garnishment answers to:

Justice of the Peace Court

Ward ____, District ____

Address: _____

City, State, Zip _____

INSTRUCTIONS FOR THE GARNISHEE

WITHIN FIFTEEN (15) DAYS from the date you are served with the attached garnishment papers, you MUST answer the interrogatories in writing, sign before a Notary Public, and return to:

Justice of the Peace Court

Ward ____, District ____

Address: _____

City, State, Zip _____

BEGIN WITHHOLDING IMMEDIATELY (using the formula described below), effective as of the date you are served with these papers, and:

1. Contact a lawyer for any legal services you might need. Neither the Justice of the Peace's office nor the Constable's office can give you legal advice. These instructions are provided only to give you a general overview of the employer's role in a garnishment in an effort to minimize the number of phone calls to the Justice of the Peace and Constable.
2. Withhold 25% of the disposable earnings that you now owe to the employee, and withhold 25% of all disposable earnings that the employee may hereafter earn from you, provided that the deductions do not reduce the disposable earnings below the sum equal to **\$217.50** if paid weekly; nor shall the disposable earnings in any case be reduced below thirty (30) times the federal minimum hourly wages prescribed by Section 6(A)(1) of the Fair Labor Standards Act of 1938, in effect at the time the earnings are payable.

Disposable earnings are the earnings that remain after all deductions required by law are withheld.

3. Pay the affected funds (everything accumulated from the date you are served with garnishment papers) **to the Constable upon receipt** of the "Judgment on Garnishment" which will be served upon you just as this Petition for Garnishment has been.

Make all checks payable to: _____

4. Please include the employee's name and the docket number of the suit on the check stub. The docket number can be found in the upper right corner of the Citation.
5. If you fail to answer the interrogatories within fifteen (15) days, the judgment against the creditor may have you ruled into Court and ask for judgment against you for the amount of the employee's unpaid judgment, plus interest and all court costs.

FOR FUTHER INFORMATION, CALL _____.

_____ * CASE NO. _____
 _____ *
 VERSUS * JUSTICE OF THE PEACE COURT
 _____ * WARD _____, DISTRICT _____
 _____ * PARISH OF _____
 _____ *
 _____ * STATE OF LOUISIANA

INTERROGATORIES PROPOUNDED TO: _____

YOU ARE REQUIRED BY LAW TO ANSWER THE FOLLOWING INTERROGATOIRES UNDER OATH AND IN WRITING WITHIN FIFTEEN (15) DAYS FROM THE DATE YOU ARE SERVED. RETURN YOUR ANSWERS TO:

Justice of the Peace Court

_____, Louisiana _____

INTERROGATORY NO. 1:

Is the defendant now in your employ, or has he been employed by you? If so, please state the rate of compensation and how and when he is paid.

INTERROGATORY NO. 2:

If the defendant is not employed by you, please state the date of his termination and where any by whom he is presently employed.

INTERROGATORY NO. 3:

At the time you were served with these interrogatories, did you have in your possession or in your control any property, money, or effects belonging to the defendant? If so, please state what property, how much, and of what value, and the location of such.

INTERROGATORY NO. 4:

At the time you were served with these interrogatories, did you owe the defendant any money or do you owe him any money now? If so, please state how much, on what account, and when did it become due? If not yet due, when will it become due?

INTERROGATORY NO. 5:

At the time you were served with these interrogatories, were there any other claims or garnishments pending which would affect the defendant? If so, what was the date each was served on you and what is the current status of each?

INTERROGATORY NO. 6:

Does the defendant owe you any money? If so, please state the date the debt was incurred, the current balance due, and the date the debt will be paid in full.

 JUSTICE OF THE PEACE
 WARD _____ DISTRICT _____
 PARISH OF _____

_____	*	CASE NO. _____
	*	
VERSUS	*	JUSTICE OF THE PEACE COURT
	*	WARD _____, DISTRICT _____
_____	*	PARISH OF _____
_____	*	
	*	STATE OF LOUISIANA

ANSWERS TO INTERROGATOIRES PROPOUNDED TO GARNISHEE

ANSWER TO INTERROGATORY NO. 1: _____

ANSWER TO INTERROGATORY NO. 2: _____

ANSWER TO INTERROGATORY NO. 3: _____

ANSWER TO INTERROGATORY NO. 4: _____

ANSWER TO INTERROGATORY NO. 5: _____

ANSWER TO INTERROGATORY NO. 6: _____

BEFORE ME, the undersigned Notary Public, personally came and appeared _____, who, after being fully sworn, did depose and state that he s the Garnishee named in this matter, and that the above and foregoing answers to interrogatories are true and correct.

Signature of Garnishee

SWORN TO SUBSCRIBED, before me, on this ____ day of _____, 20__.

Notary Public

Please complete and mail to: Justice of the Peace Court

Ward ____, District _____

Address: _____

City, State, Zip _____

_____ * CASE NO. _____
 _____ *
 VERSUS * JUSTICE OF THE PEACE COURT
 _____ * WARD _____, DISTRICT _____
 _____ * PARISH OF _____
 _____ *
 _____ * STATE OF LOUISIANA

NOTICE OF GARNISHMENT JUDGMENT

To: _____ - Garnishee
 _____ - Address
 _____ - City, State, Zip

A JUDGMENT HAS BEEN RENDERED IN THE ABOVE ENTITLED MATTER.

You are hereby notified that on this the _____ day of _____, _____ that Garnishment Judgment was rendered against you in the above numbered and entitled cause in the amount shown by the Garnishment Judgment, a certified copy of which is attached to this Notice.

This Notice was issued by _____, on the date _____.

JUSTICE OF THE PEACE

RETURN OF SERVICE

On _____ (Date) I received the Citation herein and on _____ (Date) I made service as follows:

- PERSONAL SERVICE on the party herein named _____.
- DOMICILIARY SERVICE on the party herein named by leaving the same at his domicile in the parish in the hands of _____, a person apparently of suitable age and discretion, residing in the domicile of the person to whom the said process of court was issued.
- RETURNED WITHOUT SERVICE ON _____ (Date). UNABLE TO LOCATE:
 Moved No such address Other reasons/comments: _____

MILEAGE: \$ _____ SERVICE: \$ _____ = TOTAL: \$ _____

CONSTABLE

_____	*	CASE NO. _____
	*	
VERSUS	*	JUSTICE OF THE PEACE COURT
	*	WARD _____, DISTRICT _____
_____	*	PARISH OF _____
_____	*	
	*	STATE OF LOUISIANA

GARNISHMENT JUDGMENT

Considering the petition for garnishment filed herein by Plaintiff, the attachments, and sworn answers to interrogatories filed by the garnishee, the court finding the law and evidence in favor of the plaintiff:

IT IS THEREFORE ORDERED, ADJUDGED and DECREED that _____ (Garnishee), shall deduct from the weekly earning of the defendant in writ, _____, commencing as of the date of service of garnishment interrogatories herein, the lesser of the following two sums:

- (1) Twenty-five percent (25%) of the disposable earnings of the defendant in writ of each payroll period (disposable earnings being defined as the earning remaining after deduction of any amount required by law to be withheld,
- (2) The amount by which the disposable earnings (as defined above) of the defendant in writ for each week exceeds thirty (30) times the Federal minimum hourly wages in effect at the time the earnings are payable,

Provided that such deductions shall not infringe upon and there shall always be reserved unto the defendant in writ the sum of \$217.50 per week of disposable earnings and further provided the said deductions shall never infringe upon and there shall always be reserved into the defendant in writ the amount exempted by law.

IT IS FURTHER ORDERED, ADJUDGED and DECREED that deductions from each pay period shall be made and remitted at least monthly, to the Constable, sent to mailing address listed here, _____, as long as the defendant is employed by garnishee or until judgment is paid in full as to principal, interest, attorney's fees, costs, and Constable's commission.

IT IS FURTHER ORDERED, ADJUGED and DECREED that the garnishee deduct and retain for its cost of complying with the Garnishment Judgment a processing fee of \$3.00 per pay period from the non-exempt income of the defendant in writ.

IT IS FURTHER ORDERED, ADJUGED and DECREED that should the defendant in writ leave the employ of garnishee and subsequently return to work for the garnishee within one hundred eighty (180) days after leaving such employment, then the garnishee shall resume

making the deductions set forth above.

IT IS ALSO ORDERED, ADJUGED and DECREED that should the defendant in writ be indebted to the garnishee, the garnishee is to retain an amount sufficient to repay the debt from the non-exempt portion of the compensation in the same manner as if the garnishee were a judgment creditor having a prior garnishment.

IT IS ALSO ORDERED, ADJUGED and DECREED that should there be a prior garnishment against the defendant in writ, it shall be paid according to law and thereafter this garnishment shall take effect.

JUDGMENT READ AND SIGNED this _____ day of _____, 20__.

JUSTICE OF THE PEACE
WARD ____ DISTRICT ____
PARISH OF _____

VERSUS

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CASE NO. _____
JUSTICE OF THE PEACE COURT
WARD _____, DISTRICT _____
PARISH OF _____
STATE OF LOUISIANA

MOTION FOR JUDGMENT PRO CONFESSO

Plaintiff, _____, moves the court for **judgment pro confesso**, upon the following:

1.

On _____ [date of notice], _____ [name of garnishee] was served with a citation as garnishee, a notice of seizure, petition for garnishment, and garnishment interrogatories.

2.

Since then, the _____ [number of days] days allowed under La. Code Civil Proc. art. 2412(D) for answer to that petition and the interrogatories has expired, but no answer has been filed by the _____ [name of garnishee].

3.

Through _____ [date of motion], the balance owed to Plaintiff on the judgment is \$ _____ [dollar amount of balance due], plus interest thereon of \$ _____ [dollar amount of interest accrued], attorney's fees of \$ _____ [dollar amount of attorney's fees], and costs of \$ _____ [dollar amount of costs].

4.

Plaintiff desires and is entitled to judgment against _____ [name of garnishee] for the amount due on the judgment, with interest and costs, and also for an award of reasonable attorney's fees and costs incurred in the prosecution of this motion, all as provided by La. Code Civil Proc. art. 2413.

Accordingly, _____ [name of garnishee] should be required to appear and show cause why a judgment should not be rendered against _____ [name of garnishee] for the amount due on the judgment and for reasonable attorney's fees and costs incurred in the prosecution of this motion.

Respectfully submitted,

[Name of attorney]
Attorney for _____

VERSUS

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CASE NO. _____
JUSTICE OF THE PEACE COURT
WARD _____, DISTRICT _____
PARISH OF _____
STATE OF LOUISIANA

RULE TO SHOW CAUSE

Considering Plaintiff's Motion for **Judgment Pro Confesso** herein,

IT IS ORDERED that _____ [name of garnishee] show cause on the _____ day of _____, 20____, at __:____ [A.M./P.M.], why Plaintiff should not have judgment against _____ [name of garnishee] for \$_____ [dollar amount of judgment], plus interest after _____ [date of ruling], attorney's fees of \$_____ [dollar amount of attorney's fees], and such additional award of attorney's fees and costs incurred by Plaintiff in the prosecution of this rule.

Order signed on this _____ day of _____, 20_____.

JUSTICE OF THE PEACE
WARD _____, DISTRICT _____
PARISH OF _____

Please serve:

_____	*	CASE NO. _____
	*	
VERSUS	*	JUSTICE OF THE PEACE COURT
	*	WARD _____, DISTRICT _____
	*	PARISH OF _____
	*	
_____	*	STATE OF LOUISIANA

PETITION TO MAKE JUDGMENT EXECUTORY

The Petition of _____, domiciled in _____ Parish, Louisiana, respectfully represents that:

1.

On _____ there was rendered and signed in Justice of the Peace Court, Ward ____, District _____ for _____ Parish, in proceedings number _____, in the matter entitled _____ vs, _____, a judgment in favor of the petitioner, and against Defendant, _____, in the amount of \$ _____, together with legal interest from _____ until paid, plus attorney's fees in the amount of _____, and for all costs of those proceedings.

2.

No payment of either principal or interest of the judgment has ever been paid, and no appeal has been filed from the judgment and the judgment is in full force and effect.

3.

A certified copy of the judgment is attached and incorporated by references as Exhibit ____.

WHEREFORE, Petitioner prays that this Honorable Court do make executory the Judgment in Suit No. _____, of the Justice of the Peace Court, Ward ____, District _____ for _____ Parish.

Respectfully submitted,

Plaintiff

VERSUS

* CASE NO. _____
*
* JUSTICE OF THE PEACE COURT
* WARD _____, DISTRICT _____
* PARISH OF _____
*
* STATE OF LOUISIANA

ORDER

Considering the proceeding petition and the annexed certified copy of judgment it is ordered, adjudged, and decreed that the annexed judgment be the judgment of this court, and that it be made executory, as prayed for, in accordance with law.

Order read, rendered, and signed at _____, Louisiana, on ____ day of _____, 20__.

JUSTICE OF THE PEACE
WARD _____ DISTRICT _____
PARISH OF _____

VERSUS

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CASE NO. _____
JUSTICE OF THE PEACE COURT
WARD _____, DISTRICT _____
PARISH OF _____
STATE OF LOUISIANA

SATISFACTION OF JUDGMENT

Plaintiff, _____, certifies that the judgment of Justice of the Peace Court, Ward ____, District _____, for _____ Parish, Case No. _____, rendered and signed on _____ in the amount of \$ _____, plus legal interest from _____, and costs, recorded in mortgage office book _____, folio _____ of _____ Parish, Louisiana, has been paid; and the plaintiff authorizes and directs the clerk of court and recorder of mortgages to erase and cancel the inscription of the judgment.

Plaintiff

NOTICE TO VACATE

LETTER TO TENANT FOR EVICTION

DATE: _____

TO: _____

You are hereby notified to vacate the premises described in the address above within five (5) days of the date of the delivery of this notice to you, as your lease was terminated when you _____ . Should you fail to vacate within this period, court proceedings will be taken immediately to evict you from the premises.

OWNER/LANDLORD

WITNESS

WITNESS

NOTICE TO VACATE

LETTER TO OCCUPANT FOR EVICTION

Date: _____

To: _____

You are Hereby Notified that the purpose of your occupancy of the premises described
in the address above has now ceased because

_____. Since the owner of this property desires to obtain possession thereof as soon as possible, you are further notified to vacate these premises within five days of the delivery to you of this notice. Should you fail to vacate within this period, court proceedings will be taken immediately to evict you under the provisions of the Louisiana Code of Civil Procedure.

Owner

_____ * CASE NO. _____
 *
 *
 VERSUS * JUSTICE OF THE PEACE COURT
 * WARD _____, DISTRICT _____
 * PARISH OF _____
 *
 _____ * STATE OF LOUISIANA

PETITION OF EVICTION

Plaintiff(s) represents that he has a Rental Agreement with the above defendant(s) that the purpose of defendant's occupancy of the premises has now ceased for the following reasons:

Type of Rental Agreement: Written Lease Written Rental Agreement Verbal Agreement

Violations: Non-Payment of Rent Damage to Property Other Violations

Explanations: _____

Plaintiff(s) represents that he/she has abided by the Eviction Laws of the State of Louisiana by fulfilling requirements as indicated:

- Plaintiff(s) has waiver of five (5) day notice to vacate in the Rental Agreement
- Plaintiff(s) has given five (5) day notice to Vacate as indicated below
 - Notice to Vacate hand delivered to defendant(s) with a witness present
 - Notice to Vacate mailed with certified receipt, which is attached to Petition
 - Notice to Vacate posted on door of occupied premises with a witness present
- A copy of method of Notice to Vacate is attached to the Petition
- Copy of Rental Agreement is attached to Petition

WHEREFORE, plaintiff(s) prays that defendant(s) be order to show cause why he/she should not be ordered to vacate the premises described above and to deliver possession thereof to the owner. Plaintiff(s) further prays for cost of court proceedings.

Date Filed with the Court:

 Month Day Year

 Signature of Plaintiff(s) or
 Representative of Plaintiff(s)

ORDER

NOTICE TO DEFENDANT(s):

You are hereby ORDERED to show cause in Court on _____ day of _____, 20____ why a judgment should not be issued against you, and why Petitioner(s) should not be given possession of said occupied premises within twenty four (24) hours from issuance of the judgment. Failure to appear in Court may result in a judgment of default against you. Let the above and foregoing rule show cause before this Honorable Court.

WITNESS my hand on this _____ day of _____, _____.

JUSTICE OF THE PEACE
WARD _____, DISTRICT _____
PARISH OF _____

Constable Section: Verifying method of delivery:

I certify that I delivered said court order on the _____ day of _____, _____ by the method of delivery mentioned below:

- Personal – Name of defendant(s) served _____
- Domiciliary – Name of Person served _____
- By Posting on Door on _____

CONSTABLE
WARD _____, DISTRICT _____
PARISH OF _____

VERSUS

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CASE NO. _____
JUSTICE OF THE PEACE COURT
WARD _____, DISTRICT _____
PARISH OF _____
STATE OF LOUISIANA

JUDGMENT OF EVICTION

This matter came before the Court on _____, 20____, upon the Plaintiff's Petition for Eviction of the occupied premises located at _____, _____, Louisiana _____.

Present at the hearing were:

PLAINTIFF(s)

Appearing in Court

Representative Appearing _____

DEFENDANT(s)

Appearing in Court

Representative Appearing _____

On the evidence presented, it is Ordered, Adjudged, and Decreed that:

- Judgment by Default in favor of the plaintiff(s)
- Judgment in favor of plaintiff(s) with defendant(s) and plaintiff(s) appearing
- Defendant(s) is ordered to vacate the premises and to deliver possession to the plaintiff within twenty-four hours of the rendition of this judgment.
- It is further ordered, adjudged, and decreed that the defendant(s) pay all court costs.

JUDGMENT READ, RENDERED, and SIGNED in open court on this _____ day of _____, _____.

Date Filed:

____:____ at ____M

Month Day Year

JUSTICE OF THE PEACE
WARD _____ DISTRICT _____
PARISH OF _____

VERSUS

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CASE NO. _____
JUSTICE OF THE PEACE COURT
WARD _____, DISTRICT _____
PARISH OF _____
STATE OF LOUISIANA

JUDGMENT OF NON-EVICTION

This matter came before the Court on _____, 20____, upon the Plaintiff's Petition for Eviction of the occupied premises located at _____, Louisiana _____.

Present in Court: Plaintiff: _____ and
Defendant(s): _____

On the evidence presented to the Court, it is Ordered, Adjudged, and Decreed that there be judgment herein in favor of the defendant(s), _____, and against the plaintiff, _____ allowing said defendant to remain in the premises located at the aforementioned address; dismissing plaintiff's suit at plaintiff's cost.

JUDGMENT READ, RENDERED, and SIGNED in open court on this _____ day of _____, 20____.

JUSTICE OF THE PEACE
WARD _____ DISTRICT _____
PARISH OF _____

VERSUS

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CASE NO. _____
JUSTICE OF THE PEACE COURT
WARD _____, DISTRICT _____
PARISH OF _____
STATE OF LOUISIANA

WARRANT OF POSSESSION

To: Constable/Sheriff
Ward _____, District _____
Parish of _____
State of Louisiana

Pursuant to a judgment dated _____ day of _____, 20____, you are hereby commanded, in the name of the State of Louisiana, and of the this Honorable Court, to evict the defendant(s), _____, from the premises located at _____, _____, Louisiana, and put plaintiff in possession thereof, in the manner prescribed by law, in accordance with Article 4734 of the Louisiana Code of Civil Procedure.

You shall make a return stating the action you have taken, together with this warrant, as the law directs.

WITNESS my hand on this _____ day of _____, _____ at _____ a.m./p.m.

JUSTICE OF THE PEACE
WARD _____ DISTRICT _____
PARISH OF _____

VERSUS

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CASE NO. _____
JUSTICE OF THE PEACE COURT
WARD _____, DISTRICT _____
PARISH OF _____
STATE OF LOUISIANA

CONSTABLE RETURN ON WARRANT OF POSSESSION (EVICTON)

On the _____ day of _____, 20____, I received the within Warrant of Possession, and on the _____ day of _____, 20____, I evicted the within named defendant, and placed the plaintiff in possession of the within described property.

DATED the _____ day of _____, _____.

CONSTABLE
WARD ___ DISTRICT ___
_____ PARISH

WITNESS

WITNESS

_____	*	CASE NO. _____
	*	
VERSUS	*	JUSTICE OF THE PEACE COURT
	*	WARD _____, DISTRICT _____
_____	*	PARISH OF _____
_____	*	
	*	STATE OF LOUISIANA

PETITION TO RECOVER PAST DUE RENT AND SEQUESTRATION

The Petition of _____, respectfully represents:

1.

The defendant, _____, who is a resident of _____, is indebted unto petitioner in the full and true sum of _____ with legal interest from date of judicial demand, until paid, and for all costs of these proceedings for the following reasons:

2.

Defendant entered into a written lease with petitioner for the property located at _____ on or about the _____ day of _____, 20____. The lease provides for payment of _____ per month.

3.

Defendant has failed to pay petitioner for the months of _____ and Plaintiff fears that before the said rent is collected that Defendant will move from the jurisdiction of this court to the prejudice of petitioner.

4.

Petitioner has a lessor's privilege to secure its claim for rent due on all movables in movables located at the aforementioned lease premises, except those specifically exempted for seizure by La. R.S. 13:3881. All of the movables on which plaintiff has a privilege are in the possession of the

defendant(s) and it is within the power of the defendant(s) to, and petitioner has good reason to believe that he/they will cancel, dispose of, or remove these movables from the territorial jurisdiction of this court during pendency of this suit. To protect petitioner's rights, it is necessary that a Sequestration issue, without bond, directing the Constable/Sheriff to seize all of the movables affected by the petitioner's privilege, and hold them subject to the further order of the court.

WHEREFORE, petitioner prays that after due proceedings had, this Honorable Court render a Judgment for petitioner, and against the defendant as follows:

(1) The issuance of a Writ of Sequestration, without bond and according to law, directing the Constable or Deputy Sheriff to seize, and to hold subject to further order of the Court, all of the movables located at _____.

(2) Judgment in favor of petitioner and against defendant(s) for _____
_____. Plus legal interest, costs of court, and attorney's fees; and

(3) Further judgment maintaining the Writ of Sequestration and recognizing petitioner's privilege on the properties in question.

Respectfully submitted:

Plaintiff

SERVICE INFORMATION:

AFFIDAVIT

STATE OF LOUISIANA

PARISH OF _____

BEFORE ME, personally came and appeared _____, representing _____, who did depose and say that he has read the foregoing petition and that all of the allegations of fact contained therein are true and correct.

SWORN TO AND SUBSCRIBED, before me, this ____ day of _____, 20__ at _____, La.

Justice of the Peace
WARD ____ DISTRICT ____
PARISH OF _____

NOTICE OF SEIZURE

_____ * CASE NO. _____
*
VERSUS * JUSTICE OF THE PEACE COURT
* WARD _____, DISTRICT _____
* PARISH OF _____
_____ *
_____ * STATE OF LOUISIANA

TO: DEFENDANT

NOTICE OF SEIZURE

PLEASE TAKE NOTICE that pursuant to a writ of sequestration issued at the request of _____ to satisfy a claim of \$ _____, interest and costs, I have seized all the interest of the following property:

ITEM #	MODEL#	DESCRIPTION	CONDITION

WHEREFORE, unless you satisfy the above claim or appear before the Justice of the Peace on the ____ day of _____, 20__, at _____ o'clock __ to show cause, if any you can, why you do not owe said claim, or why the said property should not be turned over to the plaintiff herein.

_____, Louisiana, this ____ day of _____, _____.

Constable
Ward ____ District ____
Parish of _____

VERSUS

*
*
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*
*
*

CASE NO.

JUSTICE OF THE PEACE COURT
WARD _____, DISTRICT _____
PARISH OF _____

*

STATE OF LOUISIANA

ORDER AND RULE TO SHOW CAUSE

Considering the foregoing petition and the exhibit and affidavit attached thereto:

IT IS ORDERED that a Writ of Sequestration issue herein, as prayed for, without bond and according to law, directing the constable and/or sheriff to sequester the movables described in the prayer of the foregoing petition and to hold them subject to the further order of this Court.

IT IS FURTHER ORDERED that a hearing be held on this matter on the ____ day of _____, 20__ at ____ o'clock __.M. before this court.

_____, Louisiana, this ____ day of _____, 20__.

Justice of the Peace
WARD ____ DISTRICT ____
PARISH OF _____

PLEASE SERVE:

_____	*	CASE NO. _____
	*	
VERSUS	*	JUSTICE OF THE PEACE COURT
	*	WARD _____, DISTRICT _____
_____	*	PARISH OF _____
_____	*	
	*	STATE OF LOUISIANA

WRIT OF SEQUESTRATION

TO THE CONSTABLE/SHERIFF:

WHEREAS, _____, plaintiff, has made and filed an affidavit to obtain an order for the sequestration on all movables located at _____, except those specifically exempted for seizure by La. R.S. 13:3881, in the possession of the defendant, _____.

WHEREAS, the plaintiff has commenced an action to recover possession of the above described movables located at _____ and has made oath that he fears that during the pendency of this suit, the defendant will conceal, part with or dispose of the said movables now in his possession over which plaintiff has a lessor's privilege.

YOU ARE COMMANDED immediately to seize and take into your custody wheresoever the same may be in your territorial jurisdiction the property above described.

You will make due return of this writ.

Witness my hand this ___ day of ___, 20__

Justice of the Peace
WARD _____ DISTRICT _____
PARISH OF _____

_____ * CASE NO. _____
 _____ *
 _____ *
 VERSUS * JUSTICE OF THE PEACE COURT
 _____ * WARD _____, DISTRICT _____
 _____ * PARISH OF _____
 _____ *
 _____ * STATE OF LOUISIANA

RETURN ON WRIT OF SEQUESTRATION

TAKE NOTICE, that by virtue of a Writ of Sequestration and Order issued by the
 Honorable _____, Justice of the Peace, District ____, of the Parish of _____,
 directed and delivered for execution:

I have seized and taken into my possession, the following described property to wit:

ITEM #	MODEL#	DESCRIPTION	CONDITION

Taken as your property under said writ, to pay and satisfy the said writ, say the sum of
 _____ (\$) DOLLARS.

Date this __ day of _____, 20__.

 CONSTABLE
 Ward _____ District _____
 Parish of _____

_____ * CASE NO. _____
 _____ *
 VERSUS * JUSTICE OF THE PEACE COURT
 _____ * WARD __, DISTRICT _____
 _____ * PARISH OF _____
 _____ *
 _____ * STATE OF LOUISIANA

APPOINTMENT OF KEEPER INDEMNIFICATION AGREEMENT

BE IT KNOWN, that pursuant to a Writ of Sequestration, dated _____, 20__, in the above captioned matter, I have taken the following described property into custody, to wit:

_____.

BE IT FURTHER KNOWN that pursuant to said writ, and under the authority of La. C.C.P. Article 326, I have appointed _____ a person of lawful age of majority and a resident of and domiciled in the Parish of _____, State of Louisiana, whose mailing address is declared to be _____ as KEEPER of the above described sequestered property, without compensation.

The said _____, hereinafter referred to as KEEPER, hereby covenants and agrees with me, Constable, as follows: to-wit:

1. That the said sequestered property will be kept and located at _____; and that he/she shall immediately notify the undersigned, Constable, of any change in the location or condition of the said property; and that **he/she will not remove the said property from the jurisdiction of the above named Court without proper written consent of said Constable;**
2. That he/she will safeguard, protect and preserve the aforesaid property and will use, for the preservation of the said property, the care of a prudent head of family, with the same diligence in preserving the said property that he/she uses in preserving his/her own property; and will, if directed to do so by the undersigned constable, insure the said property against damage and loss, including theft;
3. That when directed to do so by the undersigned constable, he/she shall produce the aforesaid property either for the discharge of the person who has seized the said property for sale, or to the person against whom the execution was levied, in case the seizure be raised;
4. That he/she will not use the said property without the written consent of the undersigned Constable; and
5. That he/she will hold harmless and indemnify the undersigned constable, for any and all damages to, or loss of, the hereinabove described property, arising out of or in any way resulting from his/her actions as KEEPER of the said property.

THUS DONE AND SIGNED at _____, Louisiana this ___ day of _____, _____.

 KEEPER

 CONSTABLE

FILED _____, 20 _____:

Justice of the Peace

INSTRUCTIONS TO THE CONSTABLE

- 1 List all the items seized on the Appointment of Keeper. Both you and the Keeper must sign.
- 2 List all the items seized on the Notice of Seizure on the front of the papers to be served on Defendant(s). If there is more than one defendant, you must list items on each separate Notice of Seizure. You must sign the notice.
- 3 The notice and all attached documents must be served by either personal or domiciliary service. They are not be posted or left in the apartment. If no one is home, leave the attached notice. When they call, you can make service on them.
- 4 Take the Appointment of Keeper back to the Justice of the Peace to be filed.

INSTRUCTIONS TO THE KEEPER

1. You must sign the Appointment of Keeper form before you leave the site of the Seizure.
2. You should go by the Justice of the Peace office within 24 hours for a certified copy of the Appointment of Keeper as it is likely the Constable will not be able to make one for you in the field.
3. The property may not be stored outside the jurisdiction of this court without *written authorization from the Constable*.
4. You may not use any of the property until it is adjudicated to you by the court.
5. You are responsible for the safekeeping of the property.

 *
 *
 *
 VERSUS
 *
 *
 *
 _____ *

 *
 CASE NO. _____
 JUSTICE OF THE PEACE COURT
 WARD _____, DISTRICT _____
 PARISH OF _____
 STATE OF LOUISIANA

JUDGMENT

THIS MATTER came for hearing on the ____ day of _____, _____ pursuant to
 previous assignment. Plaintiff, _____, being present, and Defendant,
 _____, not appearing, and CONSIDERING the testimony and evidence produced in
 this matter, IT IS ORDERED, ADJUDGED AND DECREED that the following movables are the
 property of _____:

ITEM #	MODEL#	DESCRIPTION	CONDITION

THUS DONE AND SIGNED in open court this ____ day of _____, ____ in
 _____, Louisiana.

 Justice of the Peace
 Ward ____ District ____
 Parish of _____

VERSUS

*
*
*
*
*

CASE NO. _____
JUSTICE OF THE PEACE COURT
WARD _____, DISTRICT _____
PARISH OF _____
STATE OF LOUISIANA

APPLICATION FOR PEACE BOND PURSUANT TO LA. C.CR.P. ART. 28

Now into Court comes Complainant, _____, a resident of and domiciled in the Parish of _____, State of Louisiana, who being a person of full age of majority, respectfully represents that:

I.

Complainant's current address is: _____
_____.

II.

Defendant's current address is: _____
_____.

III.

Complainant and Defendant are related as:

- a. Spouse _____
- b. Former Spouse _____
- c. Other _____

IV.

Complainant alleges that Defendant has threatened or is about to commit a specific breach of the peace as follows: _____

_____.

WHEREFORE, Complainant prays that service of this application for peace bond and rule to show cause be made on defendant as required by law and that the court grant any additional equitable relief to which Complainant is entitled.

COMPLAINANT

AFFIDAVIT

STATE OF LOUISIANA
PARISH OF _____

BEFORE ME, the undersigned authority, personally came and appeared _____, who having been duly deposed and stated unto me, Notary, that _____ is the Complainant in the foregoing application for Peace Bond and all of the allegations of facts and circumstances contained in the application are true and correct to Complainant's best knowledge, information and belief.

COMPLAINANT

Sworn to and subscribed before me this _____ day of _____, 20____.

NOTARY PUBLIC

ORDER

Considering the above and foregoing Application for Peace Bond,

IT IS ORDERED THAT:

The defendant show cause on the _____ day of _____, 20____ at _____ o'clock _____ . M. why the Peace Bond as requested by Complainant should not be granted and why Defendant should not be ordered to pay for all costs of these proceedings.

THUS IS DONE AND SIGNED in _____, Louisiana, this _____ day of _____, 20____.

JUSTICE OF THE PEACE
WARD ____ DISTRICT ____
PARISH OF _____

Please serve Defendant:

VERSUS

*
*
*
*
*

CASE NO. _____
JUSTICE OF THE PEACE COURT
WARD _____, DISTRICT _____
PARISH OF _____
STATE OF LOUISIANA

PEACE BOND

It is hereby ordered and decreed that _____ give a peace bond in the sum of _____ (\$ _____) Dollars and is ordered for a period of _____ months to not commit a breach of the peace, particularly

_____ and if he fails to perform any of these conditions, the peace bond will be forfeited and payment will be made to _____ Parish.

THUS IS DONE AND SIGNED in _____, Louisiana, this _____ day of _____, 20 ____.

JUSTICE OF THE PEACE
WARD _____ DISTRICT _____
PARISH OF _____

VERSUS

*
*
*
*
*

CASE NO. _____
JUSTICE OF THE PEACE COURT
WARD _____, DISTRICT _____
PARISH OF _____
STATE OF LOUISIANA

JUDGMENT FORFEITING PEACE BOND

The Court having determined that _____ has committed a breach of the peace in violation of the conditions of the peace bond given by _____ on the _____ day of _____, 20__, the law and evidence being in favor thereof,

IT IS ORDERED, ADJUDGED AND DECREED that the peace bond be and the same is hereby declared forfeited, and that accordingly, there be judgment in favor the Parish, in the just and full sum of \$ _____, the amount of said bond, together with legal interest from this date until paid and all costs of this proceeding.

This done, rendered, and signed in open court on the ___ day of _____, 20__.

JUSTICE OF THE PEACE
WARD ___ DISTRICT ___
PARISH OF _____

BILL OF SALE
STATE OF LOUISIANA

PARISH OF _____ **DATE:** _____

BEFORE ME, the undersigned in the parish and state aforesaid, personally came and appeared:

_____ ,

Seller, of legal age, who does by these presents sell, convey, assign, set over, and deliver with full and general warranty of title unto:

_____ ,

Buyer, of legal age, the following movable property:

SERIAL # (VIN): _____

MAKE/MODEL: _____ YEAR: _____

The consideration for the sale of this movable property is the sum of:

_____ (\$ _____) DOLLARS, cash, receipt of which is hereby acknowledged by Seller.

Seller warrants that there are no mortgages, liens or encumbrances of any kind against the movable property sold or any accessories attached thereon.

Witness

Signature of Seller

Witness

Signature of Buyer

Sworn to and subscribed to before me this _____ day of _____, _____.

Justice of the Peace
JP - _____ - _____

ODOMETER DISCLOSURE STATEMENT

Federal law and State law require that you state the mileage of a motor vehicle upon transfer of ownership. Failure to complete or providing a false statement may result in fines and/or imprisonment.

I, _____, certify that the odometer now reads _____ miles and, to the best of
Seller (print name) (no tenths)
my knowledge, this reflects the actual mileage of the vehicle described below, unless one of the following statements is checked.

- I hereby certify that to the best of my knowledge the odometer reading reflects the amount of **MILEAGE IN EXCESS OF ITS MECHANICAL LIMITS.**
- I hereby certify that the odometer reading is **NOT** the actual mileage.
WARNING – ODOMETER DISCREPANCY.

Make _____ Model _____ Body Type _____ Year _____

Vehicle Identification Number (VIN) _____

Seller's Signature _____

Seller's Printed Name _____

Seller's Address _____

Buyer's Signature _____

Buyer's Printed Name _____

Buyer's Address _____

Date of Statement _____

ACT OF DONATION

STATE OF LOUISIANA
PARISH OF _____

BEFORE ME, the undersigned in the parish and state aforesaid, personally came and appeared:

_____,
Donor, of legal age, who hereby donates and delivers with full and general warranty of title unto:

_____,
Donee, of legal age, who hereby accepts the within donation of the following described movable property:

SERIAL # (VIN): _____

MAKE/MODEL: _____ YEAR: _____

The relationship between Donor and Donee is as follows:

_____.

The value of the movable property donated herein is declared to be \$ _____.

Donor warrants that there are no mortgages, liens or encumbrances of any kind against the movable property donated or accessories attached thereon.

Witness

Signature of Donor

Witness

Signature of Donee

Sworn to and subscribed to before me this _____ day of _____, _____.

Justice of the Peace
JP - _____ - _____

AFFIDAVIT JUSTIFYING SELLING PRICE

STATE OF LOUISIANA
PARISH OF _____

BEFORE ME, the undersigned in the parish and state aforesaid, personally came and appeared:

_____, Seller

_____, Buyer

who, after first being duly sworn, did depose and say:

That seller sold, transferred and conveyed unto buyer for \$ _____, the following described movable property:

SERIAL # (VIN): _____

MAKE/MODEL: _____ YEAR: _____

That the reason why this titled vehicle was sold for said consideration is because of the following defects:

Seller

Buyer

Sworn to and subscribed before me this _____ day of _____, _____.

Justice of the Peace

JP - _____ - _____

AFFIDAVIT OF NON-PURCHASE AND DELIVERY

STATE OF LOUISIANA
PARISH OF _____

This is to certify that I, _____, presently residing at _____, did not purchase the vehicle herein below described,

SERIAL # (VIN): _____

MAKE/MODEL: _____ YEAR: _____

From the titled owner: _____.

My intention was to purchase the above-described vehicle; due to unforeseen events and circumstances, I have changed my mind. I did not take delivery of said vehicle.

Buyer

Titled Owner (Seller on Bill of Sale)

Sworn to and subscribed to before me this _____ day of _____, _____.

Justice of the Peace
JP - _____ - _____

ONE AND THE SAME PERSON AFFIDAVIT

STATE OF LOUISIANA
PARISH OF _____

BEFORE ME, the undersigned in the parish and state aforesaid, personally came and appeared:

_____, who declared to be also known as

_____, and that both names correctly refer to one and the same person, in reference to the below described vehicle:

SERIAL # (VIN): _____

MAKE/MODEL: _____ YEAR: _____

Affiant

Assumed name

Sworn to and subscribed to before me this _____ day of _____, _____.

Justice of the Peace
JP - _____ - _____

MOTOR VEHICLE POWER OF ATTORNEY

STATE OF LOUISIANA
PARISH OF _____

KNOW ALL BY THESE PRESENT THAT, I, _____, a resident of full age of majority in the Parish of _____, of the State of Louisiana, do hereby make, name, constitute and appoint _____, a resident of majority of _____, to be my true and lawful agent and attorney in fact and in my name, place and stead to apply for duplicate title and/or to sell or transfer on my behalf, for not less than \$ _____ the following titled motor vehicle:

SERIAL # (VIN): _____

MAKE/MODEL: _____ YEAR: _____

And I give and grant to my agent and attorney in fact full power and authority to sign all papers and documents, and to issue all receipts, and to do all acts necessary and proper to accomplish the purposes of this power of attorney, and any and all of the duties hereinabove specified, with the same validity as though I myself were personally present and acting on my own behalf, and further, I hereby ratify and confirm whatever my attorney in fact may do by virtue of this power of attorney.

Witness

Titled Owner

Witness

Sworn to and subscribed to before me this _____ day of _____, _____.

Justice of the Peace
JP - _____ - _____

Agent and Attorney-in-fact

The undersigned accepts the appointment created by this power of attorney to act as the principal's true and lawful agent and attorney-in-fact.

AFFIDAVIT OF CORRECTION

STATE OF LOUISIANA
PARISH OF _____

BEFORE ME, the undersigned in the parish and state aforesaid, personally came and appeared:

_____, who deposed and said that the erasure/strikeover/correction on

- Manufacturer's Certificate of Origin
- Certificate of Title # _____
- Act of Donation
- Title Application
- Bill of Sale dated _____
- OTHER: _____

on the following described vehicle:

SERIAL # (VIN): _____

MAKE/MODEL: _____ YEAR: _____

was due to the following:

- Typographical error (explained below).
- VIN was typed/written in error. Correct VIN is shown above.
- _____'s name is signed/written incorrectly.
- Seller assigned title to him/herself.
- Seller assigned title to wrong party.
- Seller made strikeover in buyer's name.
- _____'s name is misspelled. Correct spelling is _____.
- Date is incorrect. Correct date is _____.
- Vehicle donated. Value incorrectly entered on title assignment.
- Assignment placed in dealer's assignment in error.
- Notary signed in wrong place, should have signed _____.
- _____ and _____ are one and the same person.
- Other (or further explanation of other item checked)

Affiant verifying correction

Sworn to and subscribed to before me this _____ day of _____, _____.

Justice of the Peace
JP - _____ - _____

AFFIDAVIT OF NON-RESIDENCY

STATE OF LOUISIANA
PARISH OF _____

This is to certify that I, _____ do not reside
in the State of Louisiana. My current address is:

Signature of Affiant

Sworn to and subscribed to before me this _____ day of _____, _____.

Justice of the Peace
JP - _____ - _____

BILL OF SALE OF BOAT/MOTOR

STATE OF LOUISIANA
PARISH OF _____

BEFORE ME, the undersigned Notary Public, duly commissioned and qualified in and for the parish and state aforesaid, personally came and appeared:

Seller, of legal age, who hereby sells and delivers with full and general warranty of title/registration unto:

Buyer, of legal age, the following movable property:

Registration Number (if registered)

Model Year

Manufacturer/Make

Boat Hull Identification Number(HIN)/Motor Serial Number

Sale Price: _____
Boat Motor

Date of Sale: _____

Seller warrants that there are no mortgages, liens or encumbrances of any kind against the movable property sold or any accessories attached thereon.

Signed on this _____ day of _____, year of _____.

Seller

Buyer

Justice of the Peace
JP - _____ - _____



BOBBY JINDAL
GOVERNOR

State of Louisiana

ROBERT J. BARHAM
SECRETARY

DEPARTMENT OF WILDLIFE AND FISHERIES
OFFICE OF SECRETARY

BOAT REGISTRATION

AFFIDAVIT FOR DUPLICATE BOAT DECALS

STATE OF LOUISIANA
PARISH OF _____

BEFORE ME, the undersigned authority, personally came and appeared:

_____, whose address is

_____, who after first being duly sworn did depose and say: That affiant is applying for duplicate
decals for boat # LA- _____ - _____ for reason(s) checked below:

- _____ 1) Never received the original decals
- _____ 2) Lost the original decals
- _____ 3) The original decals were destroyed
- _____ 4) Other (please explain) _____

Signature of Affiant

SWORN TO AND SUBSCRIBED BEFORE ME this _____ day of _____, 20__.

Justice of the Peace

JP - _____ - _____

WARNING: THE FILING OF A FALSE AFFIDAVIT IS A CRIME AND WILL SUBJECT THE OFFENDER TO CRIMINAL PROSECUTION.

FOR OFFICIAL USE ONLY

To be completed by Boat Registration Staff ONLY

Boat Registration Staff Signature _____

INSTRUCTIONS: In order to receive duplicate boat registration decals, you must complete this form and have it notarized, or provide proper identification if applying in person. The fee for a duplicate set of decals is \$13.00.

STATE OF LOUISIANA

PARISH OF _____

AFFIDAVIT OF CLEAR TITLE - VESSEL

BEFORE ME, the undersigned authority, personally came and appeared, _____
_____.

who after first being duly sworn did depose and say that:

I/We, under penalty of perjury, do solemnly swear and affirm, that to the best of my/our knowledge, information, and belief, I/we am/are the true and lawful owner(s) of the vessel described herein and the vessel described herein is free from any and all liens, encumbrances, or mortgages.

I/We swear and affirm that all information I/we have provided herein is true and correct and that any misrepresentation of facts for the purpose of fraudulently obtaining a boat title will subject the applicant(s) to criminal prosecution as provided by law.

The description of the vessel I/we wish to title is as follows:

Hull Identification Number _____

Hull Material _____ Year Built _____

Boat Manufacturer _____

Registration/US Documentation No. _____

Affiant

Sworn to and subscribed before me this ____ day of _____, 20____.

Justice of the Peace
JP - _____ - _____

Printed Name: _____

Notary/Bar Number: _____

Commission Expires: _____

Affidavit/Court Order Recognizing Ownership of Boat

STATE OF LOUISIANA

PARISH OF: _____

Date: _____

Before me the undersigned authority personally came and appeared:

_____, who after first being duly sworn did depose and say that he/she is the lawful owner of the following described boat:

Make of Vessel: _____; Hull I.D. Number (12 digits): _____;
Vessel Length: __, Feet: __, Inches: __, Model Year: ____; Registration No: _____;
Value: _____ Source of Value: _____

The history of the boat's ownership and the circumstances of affiant's acquiring possession of this boat are as follows (continue on page 2 if needed): (including length of ownership per owner)

Enclose pictures of the front, back, and both sides of the boat with a close-up of the HIN if visible.:

Signed on this _____ day of _____, 20____

(Affiant)

Justice of the Peace
JP - _____ - _____ - _____

Court Order Recognizing Ownership of Boat

_____, having appeared before me and satisfied the court that he/she is the lawful owner of the following described vessel:

Make: _____; Hull I.D. Number (12 digits): _____

Length: __, Feet: __, Inches: __, Model Year: ____; Registration No: _____

It is ordered that _____, be recognized as the owner of the vessel listed above for the purpose of registering same through the Louisiana Department of Wildlife and Fisheries.

This done in my office at, _____, Louisiana this _____ day of _____, 20____.

Justice of the Peace
Ward ____ District ____
_____ Parish

Manufacturer's Statement of Origin

Manufacturer: _____

Address: _____

Hull Identification Number: _____

Manufacturer/Model Name: _____

Length: _____ Beam: _____ Draft: _____

Vessel Type: Open ___ Cabin ___ House ___ Other: _____

Propulsion Type: Inboard ___ Outboard ___ Inboard/Outboard ___ Water Jet ___

Air Thrust ___ Other: _____

Hull Material: Wood ___ Steel ___ Aluminum ___ Fiberglass ___ Other: _____

I, the undersigned authorized representative of _____ hereby certify that the vessel described above was manufactured by _____ and is the property of _____ and is transferred on the below date to the following distributor, dealer, or individual and that this is the first such transfer of this vessel.

Name of Distributor, Dealer, or Individual

Address

Signature: _____ Date: _____

MANUFACTURER OR REPRESENTATIVE

Print Name: _____

Signature: _____ Date: _____

ENFORCEMENT AGENT (required for inspected boats)

Print Name: _____

Undersigned seller certifies to the best of his knowledge, information, and belief under penalty of law that the vessel is not subject to any security interests other than disclosed herein and warrant title to the vessel.

FOR VALUE RECEIVED I TRANSFER THE VESSEL DESCRIBED ON THE FACE OF THIS CERTIFICATE TO:

Assignment 1:

Name of Purchaser(s): _____

Address: _____

Dealer/Manufacturer: _____

By: _____ being duly sworn upon oath says that the statements set forth are true and correct. Subscribed and sworn to me before this _____ day of _____ Year _____.

State of Louisiana Parish of _____ Notary Public: _____



BOBBY JINDAL
GOVERNOR

State of Louisiana

ROBERT J. BARHAM
SECRETARY

DEPARTMENT OF WILDLIFE AND FISHERIES
OFFICE OF SECRETARY
BOAT REGISTRATION

APPLICATION FOR BOAT INSPECTION
AN INSPECTION FEE OF \$28.00 IS REQUIRED
INSPECTION FEES ARE NON-REFUNDABLE

Effective July 1, 2002, original receipts for materials indicating taxes paid must be provided to the officer at the time of inspection of all homemade boats. Applicants for inspection of boats other than homemade must provide proof of ownership and/or the Court Order/Affidavit signed by a Justice of the Peace at the time of inspection. **Do not send original receipts with this application. They must be presented at the time of inspection.**

Reason for Inspection Request

- Homemade boat
- Illegible/Unable to Locate HIN
- Incorrect HIN
- Manufacturer with no MIC code
- Homemade boat

Owner's Information

Name _____
 Address _____

 City _____
 State _____ Zip Code _____

Notice of Inspection for Homemade

Owner/Buyer/Operator – Notification

The inspection performed on the boat conforms to Title 34, Section 851.20 M(1) & (2). The Department of Wildlife and Fisheries has made no determination of seaworthiness and does not imply that any boat inspected under this law is built to safety standard.

It is the responsibility of every boat builder, owner, and buyer to insure that homemade boats inspected under this law are built to the designated standards and carry the required safety equipment on board.

Signature of Applicant _____ **Date** _____

SWORN TO AND SUBSCRIBED BEFORE ME this ____ day of _____, ____.

Louisiana Department of Wildlife & Fisheries Official _____

WARNING: THE FILING OF A FALSE AFFIDAVIT IS A CRIME AND WILL SUBJECT THE OFFENDER TO CRIMIAL PROSECUTION.

JUSTICE OF THE PEACE COURT

PLAINTIFF

PARISH

VS

STATE OF LOUISIANA

DEFENDANT

RECUSAL ORDER

The Court hereby recuses itself from this cause and requests that the Louisiana Supreme Court appoint a justice of the peace ad hoc to preside over the captioned matter for the reason that _____

(Give reason for recusal)

_____, Louisiana, this day of _____, 20____.

JUSTICE OF THE PEACE

OUT OF SUPREME COURT DISTRICT MARRIAGE REQUEST FORM

Please type or print clearly:

Date of marriage ceremony

Name of the Justice of the Peace performing the ceremony

PARISH and Ward (District, or Justice Court) of the J.P. performing the ceremony

Address of the J.P. performing the ceremony

City in Louisiana and Zip Code of the J.P. Performing the ceremony

Area Code/Telephone Number of the J.P. Performing the ceremony

Name of the Bride

Name of the Groom

Parish where ceremony will be performed

Name of the Place (Hall, etc) & Address where ceremony will be performed

Name of the J.P. in whose ward ceremony will be performed

Address of the J.P. in whose ward ceremony will be performed

Area Code/Telephone Number of the J.P. in whose ward ceremony will be performed

This information must be received in writing, typed or printed please, in the office of the Judicial Administrator at least three (3) full working days prior to the date of the marriage ceremony. Please send by fax (504) 310-2587 or mail to:

**Supreme Court
State of Louisiana
Office of the Judicial Administrator
400 Royal Street, Suite 1190
New Orleans, LA 70130-8101**

Please obtain the approval of the justice of the peace in whose area (not just parish) you will perform the marriage ceremony.