

JUDGMENT CASE FILE WORKSHEET

Creditor Information:

Name: _____ Co-Creditors name's _____

Creditors Business name: _____

Social Security or Business EIN # _____

(SS# or EIN is needed for IRS form 1099. When you receive your payment we have to file this form to show who we made payments to.)

ID number from Photo ID of Authorized Signature: _____

(Photo id is needed from each creditor to validate an agreement, please make a copy and send via fax with this worksheet)

Mailing Address: _____

Main Phone #: _____ Alternate Phone# _____

Alternate Contact: _____ Fax number _____

Email address: _____ Web address: _____

Judgment Information:

Original judgment amount: \$_____. Date it was entered: _____. Court Case #: _____.

Was this judgment won by default? _____ (Please include copies of "Proof of Service" and relating documents in fax)

Was service of process by process server or by someone you know and if their name: _____

Was name of judgment debtor verified against some form of ID or document before case was filed? Y / N

If yes what document_____. (This is to validate the right name is on judgment)

Where you represented by an attorney? Y / N Type of case: Small Claim – Unlimited Civil – Unlawful Detainer
(please circle one)

Does this attorney have any claim to this judgment, if so what amount? _____

Describe any garnishments or liens you have filed against the debtor:

Has judgment debtor paid any amount towards judgment? If so please list payment and how (Check or cash... etc)

If payments by debtor where paid by check or any type of negotiable instrument please include in fax and include a copy of both sides. If you have at any time written a check to judgment debtor please include a copy of both sides with fax.

Case file # _____
Date Recv: _____

JUDGMENT DEBTOR Info:

Name and or Business name as stated on recorded Judgment:: _____

Please list any known aliases: _____

If judgment is against a business:	
Business type if known: _____	
Business Address: _____	Phone number: _____
Partners: _____	
Equipment used in business: _____	Hours of operation: _____

Judgment debtor's last known address: _____

Is debtor currently residing at above address? _____ Debtor's phone #: _____

SS Number _____ Drivers license number: _____

Spouses Name: _____ Spouses date of birth or age: _____

Spouses Soc Sec # _____ Spouses address if separate: _____

<u>Physical description:</u> Age: _____ Hair: Color _____ Straight/Wavy? _____ Length: _____ Wears glasses: Y / N Tattoos?(describe) _____ Other distinguishing characteristics: _____ _____ Is a photo available of judgment debtor? Y / N.
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Any Known relationships? (Name and contact info)

Ex-Spouse/Girl-Boy Friend _____

Mother/Father: _____

Brother/Sister: _____

Other/Friends _____

Please complete any of the following items you feel may pertain to the judgment debtor:

- Owns own home. (Address) _____
- Owns car(s). (Describe & License) _____
- Owns a boat. (Describe) _____
- Owns other real estate. (Describe) _____
- Owns rental property. (Describe) _____
- Has a or might bank with, _____
- Pay's for child support or has wage garnishment for child support on going? _____
- Is legally married. (Spouse's Name) _____
- Is employed. (Employer's Name) _____
- Is self-employed. (Occupation or business): _____
- Is unemployed. (Name of last known employer): _____
- Is divorced. (When, and in what state): _____
- Is in bankruptcy. _____
- Is a fugitive from the law? (for what type of crime) _____
- Is in the military. (Branch/Rank/Station): _____
- Has a judgment against other individuals or companies. _____
- Lives out of state. (State): _____
- Do you feel that if given the opportunity to avoid the embarrassment of enforcement, the debtor would cooperate in setting up a payment plan? _____
- Do you feel the debtor would do everything possible to avoid payment? _____
- Where do you think debtor would go if he/she left local area? _____

Please circle which reason you think the debtor became to be in debt to you:

1. Financial Hardship(Loosing job or Sickness)
2. Underemployed (Could not find or keep enough work to pay bills)
3. Financially illiterate (Is not well educated about banking or household budgeting)
4. Emotionally erratic(may take medication for mental illness, has phobia's or compulsions)
5. Lack of moral compass or personal integrity (Has shown criminal intent or lack of responsibility)
6. Lack of or poor Management skills (Business declined or was hit be market influx)

Describe any detail's that would expand your reason for this choice:

Please feel free to use the back of this page to make any additional notes or include supporting documents(i.e. rental applications, cashed checks, color photos,) that you think may be helpful in locating the debtor or his/her assets. Also, please feel free to contact us with any questions or concerns.

PLEASE FAX WORKSHEET AND ALL NEEDED DOCUMENT'S TO
JCS & ASSOCIATES at 1-877-527-2772