

## **Checklist for Judgment Debtor to Answer Questions about his or her Property**

Keep a copy of all documents for your records.  
Attend all court hearings.

### **(1) Answers to Questions about Judgment Debtor's Property**

- If you do not answer these questions in writing, you will have to attend a hearing to answer the questions in court.
- Print your name and contact information at the top of the first page. Check whether you are the plaintiff/petitioner or defendant/respondent or the attorney for the plaintiff/petitioner or defendant/respondent.
- Complete the heading exactly as it appears in the Judgment.
- Print full and complete answers. If there is not enough space to give a full and complete answer, attach additional pages. Print the paragraph number of the question on the additional page.
- Date and sign the form.
- Serve the completed Answers on the creditor or the creditor's attorney. Do not file the completed Answers with the court.
- File with the court only a copy of the Certificate of Service showing when and how you served the Answers on the creditor or the creditor's attorney.
- If the creditor receives the Answers at least 3 days before the scheduled hearing and if the creditor is satisfied that you have answered the questions completely and truthfully, s/he will cancel the hearing. You must attend the hearing unless the creditor or the court informs you that you do not have to attend.

### **(2) Attend the Hearing**

- You must attend the hearing unless the judgment creditor or the court notifies you that the hearing has been canceled.
- If you fail to attend the hearing, you might be held in contempt of court or a warrant might be issued for your arrest.
- The date and time for the hearing will be stated in the Order Scheduling Hearing to Identify Judgment Debtor's Property, Order to Show Cause or Bench Warrant.
- Bring to the hearing all records concerning your employment, bank accounts, vehicle ownership, real property, business entities and any other property in which you have an interest.