

IN THE JUSTICE COURT OF INCLINE VILLAGE-CRYSTAL BAY TOWNSHIP
COUNTY OF WASHOE, STATE OF NEVADA

_____,
Plaintiff(s),

vs.

_____,
Defendant(s).

Case No.: _____

Dept. No.: _____

**EX PARTE MOTION FOR ORDER
ALLOWING EXAMINATION OF
JUDGMENT DEBTOR**

Plaintiff, _____, in proper person, moves this Court for an Order requiring the above-named Defendant to appear before this Court located at 855 Alder Avenue, Incline Village, NV 89451 and answer questions under oath regarding Defendant's property.

This Motion is based upon the Complaint on file and the Affidavit of Plaintiff, attached hereto.

DATED this _____ day of _____, 20_____.

Per NRS 53.045, "I declare under penalty of perjury that the foregoing is true and correct."

SUBMITTED BY: _____

Your Signature

Print Your Name

Mailing Address

City State Zip Code

Phone Number

**AFFIDAVIT OF PLAINTIFF IN SUPPORT OF EX PARTE MOTION FOR
EXAMINATION OF JUDGMENT DEBTOR**

_____, being first duly sworn upon oath or declaration,
declares and says as follows:

1. I am the Plaintiff in the above-entitled action. I have personal knowledge of the facts contained herein and am competent to testify to these facts.
2. A Judgment was entered against Defendant _____ on _____, 20____, in the Court in Washoe County, Nevada.
3. As of the date _____ has not been satisfied.
4. Despite diligent efforts to locate the assets of Defendant, Plaintiff has not been able to ascertain the whereabouts of such assets.

Subscribed and sworn before me this
Date _____

Clerk/Notary
State of Nevada
County of Washoe

OR: ONE OF THE FOLLOWING: Per NRS 53.045

- a) If executed in this state: "I declare under penalty of perjury that the foregoing is true and correct."

Executed on _____
Date Signature

- b) If executed outside of this state: "I declare under penalty of perjury under the law of the State of Nevada that the foregoing is true and correct."

Executed on _____
Date Signature

1 IN THE JUSTICE COURT OF INCLINE VILLAGE-CRYSTAL BAY TOWNSHIP
2 COUNTY OF WASHOE, STATE OF NEVADA
3

4 _____,
Plaintiff(s),

5 vs.

6 _____,
7 Defendant(s).

Case No.: _____

Dept. No.: _____

**ORDER FOR APPEARANCE OF
JUDGMENT DEBTOR**

8
9 Good Cause Appearing,

10 IT IS HEREBY ORDERED that you _____ appear at
11 Incline Justice Court on the _____ day of _____, 20_____, with
12 regards to the Judgment entered against you on _____, to
13 answer questions under Oath concerning your assets.

14 **YOU ARE TO FILL OUT** the Asset Disclosure Form and **YOU ARE TO BRING**
15 with you copies of any and all documents outlined in Exhibit #1, attached hereto.
16
17
18
19
20

1 YOUR FAILURE TO APPEAR AT THE TIME SET FORTH COULD RESULT IN AN
2 ORDER TO SHOW CAUSE TO BE ISSUED TO EXPLAIN YOUR FAILURE TO APPEAR
3 AND TO DISCLOSE YOUR ASSETS.

4 Dated: _____

6 _____
MELISSA MANGIARACINA
JUSTICE OF THE PEACE

8 SUMMITTED BY:

9 _____

10 Subscribed and sworn before me this
Date _____

11 _____
Clerk/Notary
State of Nevada
County of Washoe

13 OR: ONE OF THE FOLLOWING: Per NRS 53.045

c) If executed in this state: "I declare under penalty of perjury that the foregoing is true and correct."

14 Executed on _____
Date Signature

16 d) If executed outside of this state: "I declare under penalty of perjury under the law of the State of Nevada that the foregoing is true and correct."

17 Executed on _____
Date Signature

EXHIBIT 1

To Order for Appearance of Judgment Debtor

YOU ARE REQUIRED TO BRING THE FOLLOWING DOCUMENTS WITH YOU TO COURT:

- ☐ Last three months of paycheck stubs.
- ☐ Last three months of bank statements.
- ☐ Mortgage statements.
- ☐ Vehicle titles.
- ☐ Tax returns for the previous year.
- ☐ Profit & loss statements for the last three months.
- ☐ Asset Disclosure Form.
- ☐ Other:

**IN THE JUSTICE COURT OF
INCLINE VILLAGE-CRYSTAL BAY TOWNSHIP
INCOME AND ASSETS DISCLOSURE FORM**

TO BE COMPLETED BY DEFENDANT PRIOR TO COURT APPEARANCE
Please answer each question fully. If you need more room, please use another sheet

1. Name: _____ Case No.: _____
2. Address: _____ City, State Zip: _____
3. Telephone Number: _____ Date of Birth: _____
4. Drivers License Number: _____
5. Social Security Number: _____
6. Marital Status: (circle one) Single, Married, Separated, Divorced, Widowed

INCOME

7. Place of employment: _____
8. Employers Address: _____
9. Wages: Gross: \$_____ Net: \$_____ Per: _____
 Date of Last Paycheck: _____ Date of Next Paycheck: _____
10. Spouse's Place of Employment: _____
11. Spouse's Employers Address: _____
12. Spouse's Wages: Gross: \$_____ Net: \$_____ Per: _____
 Date of Last Paycheck: _____ Date of Next Paycheck: _____
13. Child Support that you receive: _____
14. Other Income: _____

ASSETS

15. Checking Account: Bank: _____
 Account Number: _____ Account Balance: \$_____
16. Savings Account: Bank: _____
 Account Number: _____ Account Balance: \$_____
17. Credit Union Account, Christmas Club, or other Savings such as a Brokerage Account or Mutual Fund: _____
18. Mortgage Balance: \$_____ Equity: \$_____
19. Cars: _____ Amount Owed on Cars: \$_____
20. Do you own any other vehicles? Boats: Motorcycles? Snowmobiles? _____

If Yes, Describe:

21. Do you own any other real property? _____

If Yes, Describe:

22. Other Assets: _____

23. How much cash do you have in your pocket now? _____

24. Do you have any Credit Cards? _____

EXPENSES

25. Dependents (name and ages): _____

26. Are there any other Judgments against you? _____

If Yes, Describe:

27. Are you involved in any other law suits either as Plaintiff or Defendant? _____

If Yes, Describe:

28. Monthly Bills:

Rent or Mortgage: \$ _____

Car Loan: \$ _____

Gas for Car: \$ _____

Food: \$ _____

Gas for Home: \$ _____

Electricity: \$ _____

Telephone: \$ _____

Cable: \$ _____

Child Support: \$ _____

Child Care: \$ _____

Entertainment: \$ _____

Credit Cards: \$ _____ \$ _____ \$ _____

Other Judgments: \$ _____ \$ _____ \$ _____

Case No: _____

Other Bills: \$_____ \$_____ \$_____

Total Monthly Bills: \$_____

29. Monthly income after taxes:

My Employment: \$_____

My Spouse's Employment: \$_____

Child Support: \$_____

Government Assistance: \$_____

Other Income: \$_____

Total Monthly Income: \$_____

30. Name of Relative that does not live with you: _____

Relationship: _____

Address: _____

Phone Number: _____

I _____ will pay \$_____ per (week/month)
starting _____.

Date: _____

Print Name

Signature

Sample Questions to Ask Judgment Debtor

At your examination of judgment debtor, you will have the opportunity to ask the judgment debtor questions while he/she is under oath. Below are sample questions to ask, but you should consider developing specific questions based on what you already know about the judgment debtor. Arrive at your hearing prepared with your list of questions and know that the answers and the documents you see that day might produce additional questions.

For and Individual:

1. What is your home address?
2. What is your telephone number? Cell phone?
3. Are you married or do you have a registered domestic partner? If the answer is yes, what is the first name, maiden name, and last name of your spouse or domestic partner?
4. Do you own real property, including houses, condominiums, or land?
 - a) What are the addresses of the property you own?
 - b) Do you live in the properties or what do you do with the properties?
 - c) Do you have renters or tenants?
5. Do you have any mortgages or property loans? If so, are those payments up to date?
6. Do you live in a leased apartment? A single-family home? A condominium? A mobile home?
 - a) How much do you pay in rent?
 - b) How do you pay your rent?
7. Do you have any recreational vehicles or boats?
8. What is your occupation?
9. Are you employed?
 - a) By whom are you employed?
 - b) What is the address of your employment? Where is the payroll office located?
 - c) What is your work telephone number?
 - d) What is the name of your supervisor?
 - e) What is your gross salary? What is your net salary? What payroll deductions are made?
10. What is your credit rating?
11. What is your social security number? (Note: this question does not legally have to be answered.)
12. Do you understand that if the judgment remains unpaid, I have the right to examine you again in 180 days?

1 For a business:

- 2 1. What is the name of your business?
- 3 2. How is your business organized?
- 4 3. What is the business's address?
- 5 4. What is the business's telephone number?
- 6 5. How many employees does the business have?
- 7 6. How does your business pay its employees?
- 8 7. Where is the payroll office located?
- 9 8. Does your office have contracts? If yes, how many? If yes, who are the contracts with?
- 10 9. Where are your corporate headquarters?
- 11 10. Does your business own any other companies? If yes, how many? If yes, who are those companies?
- 12 11. Where does your business bank?
- 13 12. What are your business account numbers? What are those account balances?
- 14 13. Does your business have any credit cards?
- 15 14. What kind of equipment or furniture does your business have?
- 16 15. Are there cash registers at your business?
- 17 16. Does your business own any vehicles?
- 18 17. Do you have outstanding account receivables?
- 19 18. Does your business own any stocks or interests?
- 20 19. Does your business have any investments?
- 21 20. What are your profits?
- 21 21. What is your business's gross salary? What is your business's net salary?