

Date: [Insert Date]

To: [Insert Name of County Recorder/Registrar of Deeds]

Address: [Insert Office Address]

City, State, Zip: [Insert City, State, Zip]

RE: Request for Recording of Judgment Lien on Real Property

Judgment Creditor: [Insert Your Name/Business Name]

Judgment Debtor: [Insert Debtor's Full Name]

Case Number: [Insert Court Case Number]

Court of Jurisdiction: [Insert Name of Court that Issued Judgment]

Dear Registrar,

Enclosed please find an original [Certified Copy of the Judgment / Abstract of Judgment] issued by the [Insert Court Name] on [Insert Date Judgment was Entered].

I am submitting this document for formal recording to create a judgment lien against all real property owned by the Judgment Debtor, [Insert Debtor's Name], located within [Insert County Name].

The Judgment Debtor's last known address is:

[Insert Debtor's Address]

[Insert Debtor's City, State, Zip]

The total amount of the judgment currently outstanding is \$[Insert Amount], plus accruing interest and recording fees.

Also enclosed is a check in the amount of \$[Insert Amount] to cover the required recording fees. Please return a file-stamped copy of the recorded document in the self-addressed, stamped envelope provided.

Should you have any questions, please contact me at [Insert Your Phone Number] or [Insert Your Email Address].

Sincerely,

[Your Signature]

[Your Printed Name]

[Your Mailing Address]

[Your City, State, Zip]

Enclosures:

1. Certified Copy of Judgment / Abstract of Judgment

2. Check for Recording Fees
3. Self-Addressed Stamped Envelope