

STATE OF MINNESOTA
IN SUPREME COURT

A-4

ORDER PROMULGATING
UNIFORM FORMS FOR USE IN
CONCILIATION COURTS

WHEREAS, the Supreme Court is authorized by M.S. § 487.23 to promulgate uniform forms for use in conciliation courts; and

WHEREAS, the Supreme Court is Authorized by M.S. § 487.30, Subd. 5, to promulgate a Financial Disclosure Form for use in the collection of conciliation court judgments;

IT IS HEREBY ORDERED that the attached uniform court forms,

UCF 20 Request for Order for Disclosure

UCF 21 Order for Disclosure

UCF 22 Financial Disclosure Form

UCF 23 Affidavit In Support of Order to Show Cause

UCF 24 Order to Show Cause

are incorporated herein by reference and that these forms shall be used in all Minnesota counties effective August 1, 1984.

IT IS FURTHER ORDERED that since it is the purpose of the Supreme Court to allow for the evaluation of the above referenced forms for a period of time, that said forms shall be used through December 1, 1984, at which time they will be revised as necessary and adopted in their final form.

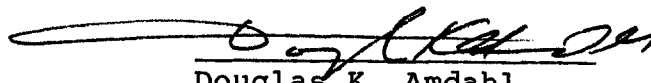
Dated: *July 27, 1984*

BY THE COURT

OFFICE OF
APPELLATE COURTS
FILED

JUL 20 1984

WAYNE TSCHIMPERLE
CLERK


Douglas K. Amdahl
Chief Justice

State of Minnesota

COUNTY

COURT

JUDICIAL DISTRICT

CASE NO.

Plaintiff

vs.

Defendant

REQUEST FOR ORDER FOR DISCLOSURE

TO: THE CLERK OF COURT CONCERNING:

JUDGMENT DEBTOR'S Name

Address

City/State

Zip

The JUDGMENT CREDITOR states that:

1. The JUDGMENT CREDITOR has won a Judgment in this lawsuit against the JUDGMENT DEBTOR in Conciliation Court,
2. The Clerk of Court recorded the Judgment in the official judgment docket more than thirty (30) days ago,
3. The JUDGMENT DEBTOR has not paid all of the money which is owed to the JUDGMENT CREDITOR, and
4. The JUDGMENT CREDITOR and the JUDGMENT DEBTOR have not agreed to some other way to settle the debt.

The JUDGMENT CREDITOR REQUESTS that the Court order the JUDGMENT DEBTOR to fill out a Financial Disclosure form, and mail it to the JUDGMENT CREDITOR at the address shown below.

The statements made in this request are true and correct to the best of my knowledge.

Date: _____

JUDGMENT CREDITOR'S Authorized signature and title

Print JUDGMENT CREDITOR'S Name

Address

City/State

Zip

Telephone

SUMMARY OF EXEMPT PROPERTY

"Exempt" property means property or money which by law cannot be taken from you to pay a judgment or debt. This summary of exempt property is provided to help you claim your exemptions on the Financial Disclosure Form. Most of the exemptions apply only to debtors who are individuals (not corporations). Because space limitations only allow a summary, you may find that a specific piece of your property or type of income is not covered. If you have any questions about whether something is exempt, seek legal advice.

1. Homestead (residence owned and occupied by the debtor)

- a. The homestead may include up to 80 acres of land if located in a rural area. If located in the laid out or platted portion of a city, the exempt area cannot exceed one-half acre.
- b. The proceeds from the sale of a homestead are exempt for a period of one year after sale.
- c. A mobile home actually inhabited by the debtor as his home is exempt.

2. Wages and Earnings

- a. All of a wage earner's after tax earnings below 40 times the federal minimum wage (this now equals \$134 for a 40-hour week) or seventy-five percent (75%) of every wage earner's after tax earnings are exempt (whichever is greater). This money remains exempt for 20 days after deposit in a bank or other financial institution.
- b. Earnings of a minor child of the debtor.
- c. Earnings of a person who is receiving or who has received public assistance based on need within the past six months, earnings of a prisoner on work placement, and earnings of a released inmate of a correctional institution for six months after release. These funds remain exempt for 60 days after deposit in a bank or other financial institution.

3. Exemptions on the Basis of Occupation

(The combined value of property in a. and b. not to exceed \$5,000)

- a. Farm equipment, livestock, produce, and standing crops of debtor engaged principally in farming not exceeding \$5,000.
- b. Tools, machines, office furniture, inventory reasonably necessary in the trade or business of debtor not exceeding \$5,000.

4. Various benefits, pensions, and insurance

- a. Relief based on need (this includes AFDC, General Assistance Medical Care, Supplemental Security Income, Medical Assistance, Minnesota Supplemental Assistance, and General Assistance.)
- b. Social Security benefits.
- c. Unemployment compensation, worker's compensation, veteran's benefits, and benefits payable for accident or disability.
- d. A retirement pension or annuity to the extent necessary for the support of the debtor or debtor's dependents.
- e. Monies, relief or other benefits from police department, fire department, beneficiary, or fraternal benefit associations.
- f. Insurance money received by surviving spouse or child as a result of the death of a spouse or parent, not exceeding \$20,000. Add \$5,000 for each additional dependent. Debtor's value in unmatured life insurance contract not exceeding \$4,000.

5. Personal Property (Note: personal goods are not exempt from claims to collect the purchase price.)

- a. One motor vehicle not exceeding \$2,000 in value.
- b. All money received on a claim on account of damage to or destruction of exempt property.
- c. All wearing apparel, one watch, utensils and food stuffs without regard to value. Household furniture, appliances, furnishings not exceeding \$4,500.
- d. The family Bible, library and musical instruments, pew in a church, burial plot.

State of Minnesota

COUNTY

COURT

JUDICIAL DISTRICT

CASE NO.

Plaintiff

vs.

Defendant

ORDER FOR DISCLOSURE

THIS IS AN OFFICIAL COURT ORDER WHICH REQUIRES YOU TO PROVIDE CERTAIN INFORMATION. READ IT CAREFULLY.

TO: _____
JUDGMENT DEBTOR

Within 10 days you must:

1. Fill out the attached Financial Disclosure Form describing your personal finances.
2. Mail this completed form to the JUDGMENT CREDITOR at the address stated in the box below.

WARNING: IF YOU DO NOT COMPLETE AND MAIL THE DISCLOSURE FORM TO THE JUDGMENT CREDITOR, THE JUDGMENT CREDITOR MAY ASK THIS COURT TO HOLD YOU IN "CIVIL CONTEMPT OF COURT." IF THE COURT DECIDES THAT YOU INTENTIONALLY DISOBEYED THIS ORDER, THE COURT MAY FINE YOU, PUT YOU IN JAIL, OR BOTH.

This order was issued because:

1. The JUDGMENT CREDITOR has won a Judgment in this lawsuit against you in Conciliation Court,
2. The Clerk of Court recorded the Judgment in the official judgment docket more than thirty (30) days ago,
3. You have not paid the JUDGMENT CREDITOR all of the money which the Judgment says you owe, and
4. You and the JUDGMENT CREDITOR have not agreed to some other way to settle the debt you owe.

Mail the Financial Disclosure Form to:

JUDGMENT CREDITOR'S Name

Address

City/State

Zip

Telephone

BY THE COURT:

Date

Clerk of Court/Administrator

By _____

Deputy Clerk

SUMMARY OF EXEMPT PROPERTY

"Exempt" property means property or money which by law cannot be taken from you to pay a judgment or debt. This summary of exempt property is provided to help you claim your exemptions on the Financial Disclosure Form. Most of the exemptions apply only to debtors who are individuals (not corporations). Because space limitations only allow a summary, you may find that a specific piece of your property or type of income is not covered. If you have any questions about whether something is exempt, seek legal advice.

1. Homestead (residence owned and occupied by the debtor)

- a. The homestead may include up to 80 acres of land if located in a rural area. If located in the laid out or platted portion of a city, the exempt area cannot exceed one-half acre.
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- c. Earnings of a person who is receiving or who has received public assistance based on need within the past six months, earnings of a prisoner on work placement, and earnings of a released inmate of a correctional institution for six months after release. These funds remain exempt for 60 days after deposit in a bank or other financial institution.

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- a. Relief based on need (this includes AFDC, General Assistance Medical Care, Supplemental Security Income, Medical Assistance, Minnesota Supplemental Assistance, and General Assistance.)
- b. Social Security benefits.
- c. Unemployment compensation, worker's compensation, veteran's benefits, and benefits payable for accident or disability.
- d. A retirement pension or annuity to the extent necessary for the support of the debtor or debtor's dependents.
- e. Monies, relief or other benefits from police department, fire department, beneficiary, or fraternal benefit associations.
- f. Insurance money received by surviving spouse or child as a result of the death of a spouse or parent, not exceeding \$20,000. Add \$5,000 for each additional dependent. Debtor's value in unmaturing life insurance contract not exceeding \$4,000.

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- a. One motor vehicle not exceeding \$2,000 in value.
- b. All money received on a claim on account of damage to or destruction of exempt property.
- c. All wearing apparel, one watch, utensils and food stuffs without regard to value. Household furniture, appliances, furnishings not exceeding \$4,500.
- d. The family Bible, library and musical instruments, pew in a church, burial plot.

FINANCIAL DISCLOSURE FORM

The purpose of this Financial Disclosure Form is to tell the JUDGMENT CREDITOR what money and property you have which may be used to pay the judgment the creditor obtained against you in the lawsuit. It also allows you to tell the creditor that some or all of your property and money is "exempt", which means that that it cannot be taken to pay the judgment. You must answer every question on this form. If you need additional space, continue your answer on the back of the form or attach additional sheets if necessary. If you do not understand the questions or don't know how to fill out the form, call the Clerk of Court for assistance or consult with an attorney.

1. JUDGMENT DEBTOR Name		2. <input type="checkbox"/> Individual <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation <input type="checkbox"/> Other _____	
3. Street Address	4. City	5. State	6. Zip
7. Date of Birth / /	8. If Married, Spouse's Full Name		9. Home Telephone Number ()
10. Employer or Business		11. Work Telephone Number ()	
12. Street Address	13. City	14. State	15. Zip
16. What are your total wages, salary, or commissions per pay period? \$		17. How often are you paid? <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Twice a month <input type="checkbox"/> Monthly <input type="checkbox"/> Other _____	
18. Do you have income from any other source? _____. If so, give the source and amount of the income: _____ _____			
19. By answering this question, you will be able to claim the exemptions you have for wages and income. The first exemption is already checked for you, check all others that apply: <input checked="" type="checkbox"/> I claim that 75% of my disposable (after-tax) earnings or 40 times the federal minimum wage (now equals \$134 for 40-hour week) is exempt (whichever is greater). <input type="checkbox"/> I am presently receiving or have received relief based on need in the past 6 months so all my wages are exempt. Type of relief you receive _____ <input type="checkbox"/> I have been an inmate in a correctional institution within the past 6 months so all my wages are exempt. Name institution and release date _____ <input type="checkbox"/> My income is exempt because it is <input type="checkbox"/> Unemployment Comp <input type="checkbox"/> Worker's Comp <input type="checkbox"/> V.A. Benefits <input type="checkbox"/> Social Security <input type="checkbox"/> Accident or Disability Benefits <input type="checkbox"/> Retirement Benefits necessary to support me and my dependents <input type="checkbox"/> Other (specify) _____			
20. Do you have a checking or savings account? (This includes any account whether you have it by yourself or with someone else, or whether it is in your name or any other name) _____. For each, provide the following information:			
Name and Address of Bank, Credit Union or Financial Institution	Type of Account	Account Number	
_____ _____			
If you claimed an exemption for your wages or income, you may claim an exemption when your money is deposited in a bank. Claim your exemptions by checking the boxes below that apply to you: <input type="checkbox"/> The money in my account is from exempt wages, income, or benefits <input type="checkbox"/> The money in my account is from the exempt sale of my homestead within the past year <input type="checkbox"/> The money in my account is from exempt life insurance received on the death of a spouse or parent <input type="checkbox"/> The money in my account is from other exempt property (specify) _____			

21. Do you have any stocks, bonds, securities, certificates of deposit, mutual funds, money market account, etc.? (This includes any whether owned by you alone or with any other person, or whether it is in your name or any other name) _____. If so, itemize these and the location of each:

22. Do you own your home? _____. Your homestead (house owned and occupied by you) is exempt. Do you own any other houses, land, or real estate? _____. For each, give the following information:

Location	Estimated Value	Amount Owed (if any)	To Whom
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23. Do you own any motor vehicles, motorcycles, boats, snowmobiles, trailers, etc.? _____. For each, provide the following:

Make	Model	Year	Lic. Plate No.	Mkt. Value	Amount You Owe (if any)
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One motor vehicle worth up to \$2,000 after subtracting what you owe is exempt. Which vehicle do you want to claim as exempt?

24. Do you own any of the following property?

Cash or travelers checks	___ YES ___ NO	Farm supplies, implements, livestock, grain worth more than \$5,000 total	___ YES ___ NO
Household goods, furnishings, and personal effects that are worth more than \$4,500 total	___ YES ___ NO	Business equipment, tools, machinery worth more than \$5,000 total	___ YES ___ NO
Jewelry	___ YES ___ NO	Inventory	___ YES ___ NO
Coins or stamp collections	___ YES ___ NO	Accounts receivable/claims	___ YES ___ NO
Firearms/Guns	___ YES ___ NO	Are you the owner or partner in any business not already listed	___ YES ___ NO
Life insurance policy with a cash (surrender) value more than \$4,000	___ YES ___ NO	Any other property, please specify _____	___ YES ___ NO
Any property that you are selling on a contract for deed	___ YES ___ NO		

If you answered yes to any item in question 24, provide the following information:

Description and location of property (if not at residence)	Estimated Value	Amount owed (if any)	To Whom
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If you need additional space to answer the questions, continue your answers here. Indicate what question number you are answering. Attach additional sheets if necessary.

The above information is true and correct to the best of my knowledge.

Date: _____ Signature: _____

NOTE: YOU MUST COMPLETE, SIGN, AND RETURN THIS FORM TO THE JUDGMENT CREDITOR WITHIN 10 DAYS.

State of Minnesota

COUNTY

COURT

JUDICIAL DISTRICT

CASE NO.

Plaintiff

vs.

Defendant

**AFFIDAVIT IN SUPPORT OF
ORDER TO SHOW CAUSE**

State of Minnesota

County of _____

_____, the JUDGMENT CREDITOR in the above named matter,
makes the following statement under oath:

That the JUDGMENT CREDITOR filed a Request for Order for Disclosure and that an Order for Disclosure
was issued by the Clerk of this Court on _____ ;

That more than ten (10) days have gone by, plus time allowed for mailing, and the JUDGMENT DEBTOR
has failed to provide the information requested by the Order for Disclosure; and

That the judgment has not been satisfied.

Therefore, the JUDGMENT CREDITOR asks the Court to issue its Order, directing the JUDGMENT DEBTOR
to appear and show cause, if any, why the Court should not find the JUDGMENT DEBTOR in civil con-
tempt for intentionally failing to obey the Order for Disclosure.

Subscribed and sworn to before me

on _____, 19 _____.

JUDGMENT CREDITOR'S Authorized signature and title

Notary/Deputy Clerk

Print JUDGMENT CREDITOR's Name

	COURT
COUNTY	JUDICIAL DISTRICT
	CASE NO.

Plaintiff

vs.

Defendant

ORDER TO SHOW CAUSE

Upon reading the Affidavit in Support of Order to Show Cause, and upon all of the files and records and the motion of the JUDGMENT CREDITOR;

IT IS ORDERED, that _____, the JUDGMENT DEBTOR, personally appear before the Court at _____

ADDRESS

COURTROOM

on _____, 19____, at _____ (m.), and show cause why the JUDGMENT DEBTOR

DATE

should not be adjudged in contempt of court for failure to provide the information requested by the Order for Disclosure.

BY THE COURT:

Dated: _____

Judge