

_____ COUNTY, NORTH DAKOTA, SMALL CLAIMS COURT

CASE NO. _____

NOTE: When the Judgment Debtor has fully paid the judgment sum, the Judgment Creditor must sign a Satisfaction of Judgment. The Satisfaction of Judgment should then be filed with the court

_____, Plaintiff

vs.

_____, Defendant

SATISFACTION OF JUDGMENT

The judgment, in the above designated case, is hereby satisfied, and I direct the Clerk of Court to enter satisfaction of the judgment in my favor, such judgment having been fully paid and satisfied.

Signature of Judgment Creditor

Subscribed and sworn to before me
on _____ 20____.

Clerk or Notary Public

If notary, my commission expires: _____.

County, North Dakota

SATISFACTION OF JUDGMENT PROCESS

For the Winning Party: Any winning party in a Small Claims Court case can file a Satisfaction of Judgment (Form 9) and proof of service on each losing party with the Small Claims Court that ordered the judgment.

Information and requirements about satisfaction of judgment are found in North Dakota Century Code Section 28-20-24 at www.legis.nd.gov/cencode/t28c20.html.

1. When the Small Claims Court judgment is satisfied, the winning party fills out the Satisfaction of Judgment (Form 9). (The judgment may be settled for less than the amount ordered in the Small Claims Court's judgment.)
 - Fill out the top of the Satisfaction of Judgment (Form 9) the same as the top of the Claim Affidavit; and
 - The winning party signs in front of a notary public or clerk of court.
2. The winning party must serve a copy of the completed Satisfaction of Judgment (Form 9) on each losing party in the Small Claims Court case.
 - Make a copy for yourself and one copy for each losing party.
 - Put the copy for each losing party in a separate envelope addressed to the losing party.
 - An individual who is 18 years or older takes each envelope to a U.S. Post Office, pays first class postage, and hands the envelope(s) to the postal employee.
 - The individual who handed the envelope(s) to the postal employee fills out, signs and dates the Declaration of Service by Mail form(s).
3. After mailing a copy of the Satisfaction of Judgment (Form 9) to each losing party and getting a completed, dated and signed Declaration of Service by Mail form that shows each losing party was served, **file the following with the Clerk of Small Claims Court:**
 - The original, completed Satisfaction of Judgment (Form 9); and
 - The original of each completed, dated, and signed Declaration of Service by Mail form that shows each losing party was served with a copy of the Satisfaction of Judgment (Form 9).

For information about how the court accepts documents for filing, contact the clerk of court of the Small Claims Court that ordered the judgment.

Contact information for clerks of court by North Dakota county is available at www.ndcourts.gov/court-locations.