

**Letter from Judgment Creditor's Attorney of Record**

[Law Firm Letterhead]

**VIA HAND DELIVERY**

TO: Clerk of Superior Court of \_\_\_\_\_ County  
ATTN: Judgments office

RE: Judgment docketed in Book \_\_\_\_\_, Page \_\_\_\_\_, on \_\_\_\_\_, \_\_\_\_\_  
Case No. \_\_\_\_ - CV\_\_ - \_\_\_\_\_, entitled "\_\_\_\_\_, Plaintiff,  
vs. \_\_\_\_\_, Defendant"  
Original amount of \$\_\_\_\_\_, plus interest, costs and attorneys' fees

Dear \_\_\_\_\_:

This is to advise that we are the attorneys of record for and continue to represent judgment creditors in the above referenced action, who are the current owner(s) and holder(s) of the judgment referenced above.

Please credit the payment of \$\_\_\_\_\_ to the above-referenced judgment.

In addition, please include the following notation in the indexing thereof:

RELEASED ONLY AS TO THE FOLLOWING DESCRIBED PARCEL:

[insert property description]

WHICH IS HEREBY RELEASED FROM THE LIEN THEREOF. PROVIDED,  
HOWEVER, PLAINTIFF RESERVES ANY AND ALL RIGHTS IN OTHER PROPERTY OF THE  
SAID JUDGMENT DEBTOR NOT SPECIFICALLY HEREBY RELEASED.

If you have further questions or concerns regarding the above, please contact my office at your earliest possible convenience. Thank you.

Yours very truly,

\_\_\_\_\_  
[Attorney of record for the judgment creditor;  
if more than one creditor and more than one  
attorney, all should sign on behalf of their  
respective clients]