

FRANKLIN COUNTY MUNICIPAL COURT

SMALL CLAIMS DIVISION

Judgment Lien on Real Estate

This method places a lien on the Judgment Debtor's real estate and you could collect money if the real estate enters foreclosure, is refinanced, or is sold. You will need addresses for the Debtor's real estate.

You will need do the following:

- ☐ Complete the "Instructions to the Clerk" (mark "Certificate of Judgment") and take it to the Clerk on 3rd Floor.
- ☐ Pay filing fee of \$10.00 to prepare the Certificate of Judgment, payable to "Franklin County Municipal Court." The Clerk accepts cash, check, Visa, and MasterCard.
- ☐ File the Certificate of Judgment with the Clerk of the Common Pleas Court in the county where the Judgment Debtor owns real estate (if Franklin County, file Certificate of Judgment at the Court of Common Pleas at 345 South High Street, 2nd Floor, Columbus, Ohio, 43215).
- ☐ Pay the filing fee to the Common Pleas Court (fees may vary by county, for Franklin County, call 614-525-3621).
- ☐ File Certificate of Judgment with the County Recorder of the county where the property is located. The Franklin County Recorder is located at 373 S. High Street, 18th floor.
- ☐ Pay recording fee to the County Recorder (contact the Franklin County Recorder at 614-525-3930 for fee amount).
- ☐ Send the Judgment Debtor a written notice that you filed a lien.

A judgment lien on real estate remains in effect for five years. You may renew the lien every five years, if necessary, and if payment is delayed, you are entitled to interest from the date of judgment.

Suspension of Driver's License

If you got your judgment because the Judgment Debtor operated a motor vehicle negligently, and it has been at least 30 days since you got your judgment, you may get the Debtor's Ohio Bureau of Motor Vehicles (BMV) driver's license suspended.

Bring or mail the following to the Clerk:

- ☐ Complete the "Instructions to the Clerk" (mark "Certificate of Judgment to BMV"). You must list the date of the accident.
- ☐ Provide at least two of the following items of information (a police report may have the information):
 - The Debtor's driver's license number
 - The Debtor's social security number
 - The Debtor's date of birth
- ☐ Filing fee of \$10.00 payable to "Franklin County Municipal Court." The Clerk accepts cash, Visa, and MasterCard.

The Clerk will issue a "Certificate of Judgment to BMV" and forward it to the BMV. The Judgment Debtor's license will be suspended when the BMV receives the Certificate of Judgment. The Debtor's Ohio driver's license will remain suspended for seven years or until the Debtor either pays the judgment in full, or agrees with you to pay the judgment. Additional information is available at www.bmv.ohio.gov.

**INSTRUCTIONS TO THE CLERK
LORI M. TYACK, CLERK OF COURTS
FRANKLIN COUNTY MUNICIPAL COURT
COLUMBUS, OHIO**

_____ _____ <div style="text-align: center;">VS.</div> _____ _____ _____	Plaintiff Case No. _____ CV _____ Signature _____ Defendant Attorney Code _____ Date _____ Attorney for _____
---------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

To the Clerk: Please issue

_____ **Writ of Restitution - \$35.00** (Includes Service)
(Red Tag)

_____ **Set Out - \$45.00** (Includes Service)

_____ **Replevin - \$35.00** (Includes Service)
(You must complete bailiff instructions)

_____ **Execution - \$35.00** (Includes Service)
(You must complete bailiff instructions)

_____ **Execution/Vehicle - \$835.00** (Includes Service)
(You must complete bailiff instructions)

_____ Exemplified Copy/Certificate of Copy - \$20.00

 Certificate of Judgment - \$10.00

_____ **Revivor - \$20.00** (plus service fees)

 Certificate of Judgment to BMV - \$10.00

Date of Loss_____

Date of Birth_____

Social Security # _____

Driver's License # _____

License Plate # _____

 Assignment of Judgment - \$20.00

_____ **Appeal - \$50.00**

 Transfer from Small Claims - \$35.00

 Certified Copies - \$1.00 per copy

_____ **OTHER** _____

DOCKET TRANSCRIPT - \$20.00

 Out of County Sheriff - \$41.00

County Name _____

 Post Judgment Motion - \$20.00

_____ **Objection to Magistrates Report - \$20.00**

_____ **Amended Complaint - \$20.00**
(plus service fees)

_____ **Third Party Complaint - \$20.00**
(plus service fees)

_____ **Counterclaim/Crossclaim - \$20.00**
(plus service fees)

 Order to Show Cause - \$50.00

_____ **Ordinary Mail Service - \$3.00**

 Certified Mail Service - \$10.00

Bailiff Service - \$25.00

 Personal/Residence Process Server \$25.00

FedEx - \$15.00

_____ **Jury Demand Fee - \$10.00**

_____ Jury Demand Deposit - \$500.00

New Address

Street

City

State

Zip code