

How to Satisfy a Judgment

Why should I pay a judgment?

1. Improve your credit.
2. Avoid having money taken from your wages or bank account.
3. Avoid termination from Section 8 Housing Choice Voucher Program.

How do I pay a judgment?

1. **Determine the exact amount owed.**
 - a. Sometimes you owe more than the judgment because the landlord paid writ fees to evict you—usually \$130.
 - b. Sometimes you owe less than the judgment because you made payments, the landlord deducted your security deposit or the landlord agreed to accept a reduced payment.
2. **Get on a Payment Plan.** If you cannot pay in full, contact the landlord to get on a written payment plan. The plan should state the amount owed, how much you will pay and how often.
3. **Send money.** Send money orders to the landlord at the address on the court papers. Keep your money order receipts.

What do I do after I pay a judgment?

- **Contact the landlord's lawyer.** Explain that you paid the judgment and ask the lawyer to mark the judgment satisfied.
- **Contact the landlord.** Ask the landlord to sign an Order to Mark Judgment Satisfied (see reverse). Then, file it in Municipal Court at 1339 Chestnut Street, 10th Floor.
- **File a Petition to Satisfy** if the landlord will not sign an Order to Satisfy.
 - a. **Go to Municipal Court at 1339 Chestnut Street, 10th floor.**
 - b. **Ask to File a Petition to Satisfy.** You will need proof of all payments you made after the date of the judgment.
 - c. **Ask to File a Petition to Proceed In Forma Pauperis (IFP).** If the IFP is granted, you will not have to pay filing fees.
 - d. **Choose type of service.** Pay a service fee or choose private service, which means a person over 21 and not a family member must serve the court papers on the landlord.



PHILADELPHIA MUNICIPAL COURT

_____ (Landlord Name)

_____ (Landlord Address on Court Papers)

PLAINTIFF

VS.

_____ (Your Name)

_____ (Your Address on Court Papers)

DEFENDANT

LT - ____ - ____ - ____ - _____ (Number on Court Papers)

TO THE PROTHONOTARY:

Please enter the following:

- Order to Mark Judgment Satisfied
- Order to Settle, Discontinue & End
- Order to Satisfy Judgment against Garnishee Upon Payment of Costs
- Order to Discontinue Attachment Against Garnishee Upon Payment of Costs

Date

Plaintiff or Attorney for Plaintiff

I depose and say that the facts set forth in this filing are true and correct and acknowledge that I am subject to penalties of 18 P.S. § 4904 relating to unsworn falsification to authorities