



Denver County Court

City and County Building
1437 Bannock St., #108
Denver, CO 80202

Hon. John M. Marcucci
Presiding Judge

EXECUTIVE ORDER

DIRECTIVE REGARDING TRANSCRIPT OF JUDGMENTS ISSUED BY THE DENVER COUNTY COURT FOR ALL CIVIL CASES

Effective Monday October 17th, 2011 ALL judgment creditor(s) who have received a judgment in a Denver County Court Civil case, or their attorney of record, will be required to submit a properly prepared, accurate and verified TRANSCRIPT OF JUDGMENT to be issued by this court. The following protocol shall be followed for all requests for a Transcript of Judgment:

- 1.) ALL parties shall submit and all parties shall only receive, the court's standardized TRANSCRIPT OF JUDGMENT form;
- 2.) Parties submitting a TRANSCRIPT OF JUDGMENT(s) for issuance shall certify the information being submitted is true and correct at the time it is tendered to the court; and this court will issue said TRANSCRIPT OF JUDGMENT(s) based upon the information provided on the document by the judgment creditor(s)/plaintiff(s);
- 3.) All counsel shall electronically file and serve their transcript of judgment(s) using LexisNexis File & Serve in accordance with Chief Justice Directive 06-02 and C.R.C.P. Rule 121, §1-26;
- 4.) The Court may accept a transcript of judgment(s) in paper form from counsel and the Court shall scan the documents and upload them to LexisNexis once counsel has tendered payment of a fee of fifty-dollars (\$50.00) per document for the service of scanning and uploading a document filed in paper form;
- 5.) **PRO SE PARTIES ARE EXCLUDED FROM MANDATORY E-FILING REQUIREMENTS**; however, Pro Se parties **are not** excluded from the requirements of sections (1) and (2) above.

Dated and signed this 29th day of September, 2011

BY THE COURT

/S/ John M. Marcucci
Hon. John M. Marcucci
Presiding Judge
Denver County Court