



CONTRACTORS STATE LICENSE BOARD

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800.321.CSLB (2752) | www.cslb.ca.gov | CheckTheLicenseFirst.com

STATE OF CALIFORNIA
Governor Edmund G. Brown Jr.

**REQUEST FOR SUSPENSION OF CONTRACTOR'S LICENSE
AND PROOF OF UNSATISFIED FINAL JUDGMENT**
(Business and Professions Code Section 7071.17)

This form is to be completed by the judgment creditor or the judgment creditor's authorized representative seeking the suspension of a contractor's license due to nonpayment of a final judgment. (A "judgment creditor" is the person or persons on behalf of whom a judgment ordering an individual or business entity to pay a sum of money has been entered.)

This form should not be submitted to the Contractors State License Board (CSLB) for processing until after the judgment is final. CSLB may only consider judgments that are substantially related to the construction activities of a licensee or to the qualifications, functions, or duties of the contractor's license (see Title 16, Division 8 of the California Code of Regulations section 868).

Title of Court: _____
(include county, judicial district, or division)

Plaintiff(s): _____ Defendant(s): _____

Case No.: _____ Date Filed: _____

Explain why you believe the judgment is related to the construction activities of a CSLB licensee or to the qualifications, functions, or duties of the contractor's license (attach additional sheets if necessary):

1. The judgment was entered on _____ (month/day/year) and became final on _____ (month/day/year).

2. Has the judgment remained unsatisfied for more than 90 days after the judgment became final?
If you answered "Yes," list the amount of the unsatisfied judgment: \$ _____
If you answered "No," please be aware that the judgment must remain unsatisfied for **at least 90 days after it became final** before CSLB can suspend a license for noncompliance with the provisions of Business and Professions Code section 7071.17.

Yes No

FOR CSLB USE ONLY



3. List all judgment debtors against whom you obtained a judgment (A "judgment debtor" is the person or persons against whom a judgment ordering the individual or business entity to pay a sum of money has been entered and remains unsatisfied.):

a. Judgment debtor's full name: _____

b. Current address: _____

c. Additional address: _____

d. Contractor's license number(s): _____

Include any additional judgment debtor(s) information on a separate sheet of paper.

4. Name, address, and telephone number of judgment creditor and attorney for creditor (if any):

5. Check one of the following: the creditor is a: Contractor Subcontractor Consumer
 Materials Supplier Employee (of the judgment debtor).

6. **Proof of Final Judgment Required in All Cases:** Attach to this form the following documents for the type of judgment you obtained (*NOTE: Explain in # 7 below if one or more requested documents is not available*):

a. **California Superior Court Judgments:** (1) endorsed copy of the Complaint; (2) endorsed copy of the Notice of Entry of Judgment; (3) endorsed copy of the Judgment; (4) endorsed copy of the Proof of Service of the Judgment or Notice of Entry of Judgment (whichever is applicable); and (5) latest court docket, history of the case, case index, or register of actions of the case from the Clerk of the Court.

b. **California Small Claims Court Judgments:** (1) endorsed copy of a filed Plaintiff's Claim and Order to Go to Small Claims Court (SC-100) or endorsed copy of a filed Defendant's Claim and Order to Go to Small Claims Court (SC-120); (2) endorsed copy of the Notice of Entry of Judgment (usually on Judicial Council Form SC-130); and (3) latest court docket, history, case index, or register of actions of the case from the Clerk of the Court.

c. **Federal District Court Judgments:** (1) endorsed copy of the Complaint, (2) endorsed copy of the Judgment, and (3) latest court docket or history of the case (printouts from the Federal Judiciary's Public Access to Court Electronic Records [PACER] are acceptable).

d. **Arbitration Awards:** (1) signed and completed demand for arbitration form or letter (for private arbitrations) and/or endorsed copy of the Complaint if applicable (for judicial arbitration); (2) endorsed copy of the Arbitration Award; (3) endorsed copy of the Proof of Service or other document showing the date that the arbitration award was served on the opposing party (private arbitration) or filed with the Court by the arbitrator (judicial arbitration); and (4) any legal process, papers, or notices showing that a petition to vacate or correct the award or that a request for a trial de novo has been filed with the Court.

NOTE: If a petition to challenge the arbitration award has been filed, provide a copy of the Court's latest docket, history of the case, case index, or register of actions of the case and any orders from the Court regarding the petition.

7. If you are unable to obtain any of the required documentation above, please explain (attach additional pages if necessary): _____

8. Has the judgment debtor appealed the judgment or filed a motion to vacate the judgment, for reconsideration of the judgment, to extend the time to appeal the judgment, or for a new trial?

If you answered "Yes," please provide copies of any final court orders or decisions regarding the appeal or motion.

Yes No
 Unknown

<p>9. Has the judgment debtor filed a bankruptcy case?</p> <p>If you answered, "Yes," please provide copies of any bankruptcy court judgments, court orders or decisions regarding the dischargeability of your judgment.</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown</p>
<p>10. Has the judgment debtor agreed to pay all or part of the judgment?</p> <p>If you answered "Yes," please indicate the amount the contractor agreed to pay: \$ _____</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown</p>
<p>11. Have you and the judgment debtor agreed on a private payment plan for the final judgment?</p> <p>If you answered "Yes", please attach a copy of the accord or other documentary evidence showing agreement reached with the judgment debtor.</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No (If you answered "No," skip question 12.)</p>
<p>12. Has the judgment debtor defaulted on the final judgment payment plan?</p> <p>If you answered "Yes", please attach any documentation regarding the judgment debtor's default of the judgment payment plan.</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>13. Is there a Court ordered installment payment plan for the final judgment amount?</p> <p>If you answered "Yes", please attach a copy of the Court order for the installment payment plan for the final judgment amount.</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown (If you answered "No," skip question 14.)</p>
<p>14. Is there a Court order holding the judgment debtor in default of the Court ordered installment payment plan?</p> <p>If you answered "Yes", please attach a copy of the Court order holding the judgment debtor in default of the Court ordered installment payment plan.</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown</p>
<p>15. Is there currently a Court order staying the execution of the collection of the final judgment amount?</p> <p>If you answered "Yes", please attach a copy of the stay of execution order.</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown</p>

NOTE: Please be aware that a "Yes" answer to one or more of the above questions (#8 – 15) that is supported by sufficient documentary evidence may impact CSLB's ability to suspend the judgment debtor's contractor license.

CERTIFICATION

The undersigned hereby certifies as follows:

I am the judgment creditor or authorized representative of the judgment creditor concerning the attached court judgment. This judgment has not been satisfied by the judgment debtor. I have not received any legal documents, notices, or paperwork indicating that an appeal, stay of execution, motion, or other request for review has been filed by the judgment debtor(s) or granted by any Court.

I certify under penalty of perjury under the laws of the State of California that the foregoing, including any information provided in any supplements or attachments to this form, is true and correct to the best of my knowledge.

Print Name

Print Title (if applicable)

Signature

Date

Notice on Collection and Use of Personal Information

The Contractors State License Board (CSLB) collects the information requested on this form as authorized by Business and Professions Code section 7071.17 and Title 16, Division 8 of the California Code of Regulations section 867.5. CSLB uses this information to process your request for a license suspension due to an unsatisfied final judgment against a licensee.

Submission of the Requested Personal Information Is Mandatory. Failure to provide all of the information requested will delay the processing of your request and may result in your request being returned to you as incomplete. However, this form is being provided for your convenience. Other forms of written notice containing the same information may be accepted by CSLB for the processing of your request.

Access to Your Information: You may review the records maintained by CSLB that contain your personal information, as permitted by the Information Practices Act (Civil Code sections 1798 and following). See below for contact information.

Possible Disclosure of Personal Information: CSLB makes every effort to protect the personal information you provide us. In order to process your request, however, we may need to share the information you give us with the business or person(s) against whom you filed or with other government agencies. This may include sharing any personal information you gave to us. The information you provide may also be disclosed in the following circumstances: in response to a Public Records Act request, as allowed by the Information Practices Act; to another government agency as required by state or federal law or as provided in Civil Code section 1798.24; or in response to a court or administrative order, a subpoena, or a search warrant. Contact Information: For questions about this notice or access to your records, you may contact the Manager of the Judgment Unit of the Contractors State License Board at (800) 321-2752 or at the CSLB headquarters office at 9821 Business Park Drive, Sacramento, CA 95827.