

MOHAVE COUNTY JUSTICE COURT

If you want to file a...

**MOTION TO
VACATE
JUDGMENT**

Civil

MOHAVE COUNTY JUSTICE COURT

A **MOTION TO VACATE JUDGMENT** can be filed by either party to vacate a default judgment or a judgment following a hearing or trial.

If the time to appeal the judgment has expired, the motion to Vacate Judgment must be served on the other party in the same manner as if serving a summons and complaint and proof of service must be filed with the court. If the time to appeal the judgment has not expired the Motion to Vacate Judgment may be served by first class mail.

The opposing party has TEN judicial days after service of this motion to file a written response. If no response is received, the court will consider the motion and will enter an Order.

Please STOP...

	If there has not been a judgment rendered from this court.
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Please PROCEED...

	If you want the court to vacate the judgment rendered.
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FORMS Needed: *(Click on the form name in the table below to download the form)*

	Civil Motion to Vacate Judgment.
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INSTRUCTIONS:

- 1) Complete the forms and then make copies. The court will require the original form. You may wish to have a copy and you will need a copy for each named opposing party.
- 2) File the forms with the court.
- 3) Serve a copy on the other party (and attorney if applicable):
 - A. By first class mail if the time to appeal the judgment has not passed.
 - B. In the manner as provided in Rule 4, Arizona Rules of Civil Procedure –
If the time to appeal the judgment has passed.

IT IS IMPORTANT THAT ALL PARTIES KEEP THE COURT APPRISED OF ANY CHANGE IN ADDRESS A NOTICE OF CHANGE OF ADDRESS form must be filed with the court when a party changes their address.

Visit us at www.mohavecourts.az.gov/Justice/JCSS_Home.html for additional filing information and online forms.