

Instructions for completing
Trustee Disclosure
(NHJB-2593-DP)

Form use: a party uses this form when they have received the writ of attachment and trustee process for service from the court. It is not mandatory that the form be used. However the four questions articulated in RSA 512:9-d and listed on the form must be answered.

Top part of form

- COURT NAME:** Enter the name of the county probate court where the document will be filed. (Example: Belknap County Probate Court; Strafford County Superior Court).

- CASE NAME:** Enter the name of the case. (Example: John Quincy Adams v Susan Jones).

- **CASE NUMBER:** Leave blank if not yet assigned by court OR fill in case number if it is known.

Numbered part of form

1. Enter the date that this form and the writ were served upon you as the trustee.
2. Itemize the money, goods, personal property and/or credits that you hold in your possession that belong to the defendant.
3. Indicate if any of the items disclosed in number two are subject to any reductions for account fees or amounts that are alleged or determined not to belong to the defendant. If there are none, indicate that.
4. Indicate whether or not you are aware of any of the items disclosed in number two are subject to priority claims of other people. If so, indicate the amount, the basis for the priority claims and the claimants. Reasons may include uncertainty as to ownership, possible exemption or other circumstances.

Signature section

The sentence prior to the signature line indicates that the person filing this document has provided copies to all attorneys, parties and persons beneficially interested in the case. **The form must be signed in the presence of a Notary Public or Justice of the Peace** who would complete the section immediately following your signature.

Sign the form on the **TRUSTEE SIGNATURE** line, and date it in the appropriate space to the left. Print the trustee's name, title and address; and the name of the corporation that he/she is signing on behalf of.

Review the completed form for accuracy prior to filing it with the court. If more space is needed for any question, please attach additional sheets of paper.