

# TEMPLATE INSTRUCTIONS

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### Key / legend:

Yellow	This is the basic highlight color for fields needing to be changed.
Blue	Blue highlights indicate a field that contains specific statute citation or case citation that you need to look up to transpose for your state. Blue fields are also highlighted to indicate gender pronouns (his / her, he / she). It's up to you to carefully read who it applies to. *not always necessary... only highlighted where most important*
Red	Red highlights indicate miscellaneous notes for your assistance (how things apply, what to look for, where things are sent, dates, etc.).

### Notes:

- Highlighted fields are CASE-SENSITIVE. For instance, a highlighted field in CAPITAL LETTERS shall be left as CAPITAL LETTERS. Lowercase fields should be preserved as lowercase.
- Address formats shall also be preserved in the manner demonstrated in the templates.
- REMOVE ALL HIGHLIGHTS** as you complete your documents  
(A few highlights remaining are okay for aesthetics... It's up to you which you leave highlighted.)  
Examples: First Middle Last → John Henry Doe  
First-Middle: Last → John-Henry: Doe  
FIRST MIDDLE LAST → JOHN HENRY DOE
- In a document editor like Microsoft Word, you may use the navigation panel or the “find and replace” function (keyboard: CTRL + H, Mac: Command + H) to locate certain fields and replace them all at once. However, note that CAPITAL WORDS have two (2) spaces in

between them because it makes CAPITAL WORDS easier to read. Also, select the “match case” option (usually available by clicking “more options”) or else you will lose the proper format! If you are unsure, do not use this function and simply browse through the pages and change the fields one by one.

- You absolutely should have some fundamental understanding of what your documents say. Read them! Study them!



## **STATUTE TRANSPOSITION AND RESEARCHING STATE LAWS**

- **This is the hardest part!!** It is recommended that you start by simply start browsing your state laws and observe how they are organized. The States each have a unique structure to their statutory laws whereas some States have numbered chapters / titles and others do not. To transpose statutes for different states, an ideal starting place is to look up the one in the provided template. Make note of the law chapter it is under and locate the approximate equivalent chapter for your state. You may also use keywords from the statute’s text to put in to an internet search engine of your choice. All in all, it is imperative that you come to a basic level of proficiency in your state laws at the very least as this will allow you to accomplish transposition expediently.

This will now be demonstrated with the following examples:

### **Easy example:**

Transpose speeding statutes.

2020 Georgia Code → Title 40 – Motor Vehicles and Traffic → Chapter 6 – Uniform Rules of the Road → Article 9 – Speed Restrictions → Section § 182

Citation:  
O.C.G.A. § 40-6-182 (2020)

#### **Establishment of State Speed Zones**

“Whenever the commissioner of public safety or the commissioner of transportation shall determine upon the basis of an engineering and traffic investigation that any maximum speed set forth in this article is greater or less than is reasonable or safe under the conditions found to

exist at any intersection or other place or upon any part of the state highway system, they may jointly determine and declare a reasonable and safe maximum speed limit at such place, which shall be effective when appropriate signs giving notice thereof are erected...”

2021 California Code → Vehicle Code – VEH → Division 11 – Rules of the Road → Chapter 7 – Speed Laws → Article 1 – Generally → Section § 22348

Citation:  
CA Veh. Code § 22348 (2021)

“(a) Notwithstanding subdivision (b) of Section 22351, a person shall not drive a vehicle upon a highway with a speed limit established pursuant to Section 22349 or 22356 at a speed greater than that speed limit.”

**Note:** If you got a traffic ticket, you can also refer to your citation for this first one.

### **Second easy example:**

Transpose Uniform Commercial Code statutes.

2020 Georgia Code → Title 11 – Commercial Code → Article 3 – Negotiable Instruments → Part 6 – Discharge and Payment → Section § 603

Citation:  
O.C.G.A. § 11-3-603 (2020)

#### Tender of Payment

“(a) If tender of payment of an obligation to pay an instrument is made to a person entitled to enforce the instrument, the effect of tender is governed by principles of law applicable to tender of payment under a simple contract.  
...”

2021 Utah Code → Title 70A – Uniform Commercial Code → Chapter 3 – Negotiable Instruments → Part 6 – Discharge and Payment → Section § 603

Citation:  
UT Code § 70A-3-603 (2021)

#### Tender of Payment

“(1) If tender of payment of an obligation to pay an instrument is made to a person entitled to enforce the instrument, the effect of tender is governed by principles of law applicable to tender of payment under a simple contract. ...”

**Note:** These are especially easy to transpose because the U.C.C. statutes are identical / verbatim in any jurisdiction. The only difference is the title / chapter in which the commercial code appears; however, the commercial code chapter is different than a chapter called “trade and commerce”.

**Third easy example:**

Transpose definitions for the term “affirmative defense” within state criminal statutes.

2020 Georgia Code → Title 16 – Crimes and Offenses → Chapter 1 – General Provisions → Section § 3

Citation:  
O.C.G.A. § 16-1-3 (2020)

Definitions

“(1) ‘**Affirmative defense**’ means, with respect to any affirmative defense authorized in this title, unless the state's evidence raises the issue invoking the alleged defense, the defendant must present evidence thereon to raise the issue. The enumeration in this title of some affirmative defenses shall not be construed as excluding the existence of others.”

2021 Arizona Code → Title 13 – Criminal Code → Section § 13-103

Citation:  
AZ Rev. Stat. § 13-103 (2021)

Abolition of Common Law Offenses and Affirmative Defenses;  
Definition

“B. For the purposes of this section, ‘**affirmative defense**’ means a defense that is offered and that attempts to excuse the criminal actions of the accused or another person for whose actions the accused may be deemed to be accountable. Affirmative defense does not include any justification defense pursuant to chapter 4 of this title or any defense that either denies an element of the offense charged or denies responsibility, including alibi, misidentification or lack of intent.”

**Note:** Whereas the code titles and sections within may be similar but not identical, we may simply locate the definitions or defenses subchapter or article.

Sometimes the statutes do not neatly transpose as some terms are left undefined in a different state’s statutes as shown in the next example.

**Hard example:**

Transpose state definitions for the term “natural person”.

2020 Georgia Code → Title 1 – General Provisions →  
Chapter 2 – Persons and Their Rights → Section § 1-2-1

Citation:  
O.C.G.A. § 1-2-1 (2020)

Classes of Persons Generally; “Natural Person” Defined; Corporations  
Deemed Artificial Persons; Nature of Corporations Generally

“a. There are two classes of persons: natural and artificial.

b. ‘**Natural person**’ means any human being including an unborn child.

c. Corporations are artificial persons. They are creatures of the law and, except insofar as the law forbids it, they are subject to be changed, modified, or destroyed at the will of their creator.”

2021 Michigan Compiled Laws → Chapter 8 – Statutes → Revised Statutes of  
1846 → Chapter 1 of the Statutes (8.1 through 8.6a) → Section § 8.31

Citation:  
MI Comp L § 8.31 (2021)

“Person” Defined

“The word ‘person’ may extend and be applied to bodies politic and corporate, as well as to individuals.”

2021 Michigan Compiled Laws → Chapter 55 – Notaries Public →  
Act 238 of 2003 – Michigan Law on Notarial Acts → Section § 55.265

Citation:  
MI Comp L § 55.265 (2021)

Definitions; J to R

“(g) ‘Person’ means every **natural person**, corporation, partnership, trust, association, or other legal entity and its legal successors.”

From Black’s Law Dictionary, 2<sup>nd</sup> Edition:

“natural person” defined:

“a human being, naturally born, versus a legally generated juridical person.”

From Bouvier's Law Dictionary, 6<sup>th</sup> Edition:

“person” defined:

“This word is applied to men, women, and children, who are called natural persons.”

**Note:** In this example, we see that one state explicitly defines the specific term while the other state has no such explicit definition. We are able to locate a definition for a related term, “person”, and we can also find the term in question used within different code sections, but it is clear that we must refer to the definition of the term in the law dictionaries when we cannot find it in the statutes (and Michigan has a LOT of laws that aren't particularly well-organized). When we need to clarify the definition, we supply one in our documents.

### **Second hard example:**

Transpose code sections regarding organizations exempt from income tax laws.

2020 Georgia Code → Title 48 – Revenue and Taxation → Chapter 7 – Income Tax → Article 2 – Imposition, Rate, and Computation; Exemptions → Section § 25

Citation:  
O.C.G.A. § 48-7-25 (2020)

Exempt Corporations and Organizations; Procedure for Obtaining Exempt Status; Revocation of Exempt Status; Grounds; Retroactivity; Statute of Limitations; Information Returns; Unrelated Business Income; Deductibility of Death Benefit Payments

“(a) The following organizations shall be exempt from taxation imposed by Code Section 48-7-21 as indicated:

1. Subject to subsections (b) and (c) of this Code section, those organizations which are exempt from federal income taxation pursuant to Section 501(c), 501(d), 501(e), 664, or 401 of the Internal Revenue Code of 1986 shall be deemed to have similar exempt status for purposes of Code Section 48-7-21; and”

2021 Missouri Revised Statutes → Title X – Taxation and Revenue → Chapter 143 – Income Tax → Section § 321

Citation:  
MO Rev Stat § 143.321 (2021)

Exempt Associations, Trusts, and Organizations

“A trust or other unincorporated organization which by reason of its purposes and activities is exempt from federal income tax shall be exempt from the tax imposed by sections 143.011 to 143.996. The preceding sentence shall not apply to unrelated business taxable income and other income on which Chapter 1 of the Internal Revenue Code imposes the federal income tax or any other tax measured by income.”

**Note:** The statutes above do not read identically but are the same in effect (and closer than anything else is in the code).

Now let's examine a couple of examples from the templates...  
There are tons of citations throughout, so we will focus on a select few.

From the Petition to Vacate Void Orders:

**First statutory reference:**

2020 Georgia Code → Title 9 – Civil Practice → Chapter 11 – Civil Practice Act → Article 7 – Judgment → Section § 60

Citation:  
O.C.G.A. § 9-11-60 (2020)

Relief from Judgments

-an Act which provides all different conditions for the relief from judgments including but not limited to an excusable default / non-response, new evidence not previously discovered, fraud, lack of jurisdiction, or reversal of a prior judgment related to the current one (paraphrased for brevity)

**First transposition:**

2021 New York Laws → CVP – Civil Practice Law and Rules → Article 50 – Judgments Generally → Section § R5015

Citation:  
NY C.P.L.R. § 5015 (2021)

Relief from Judgment or Order

-various conditions for which a judgment may be rendered void or to otherwise grant a party relief from the same including excusable default / non-response, new evidence not previously discovered, fraud,

lack of jurisdiction, or reversal of a prior judgment related to the current one (paraphrased for brevity)

### Second statutory reference:

2020 Georgia Code → Title 17 – Criminal Procedure → Chapter 16 – Discovery → Article 2 – Misdemeanor Cases → Section § 22

Citation:  
O.C.G.A. § 17-16-22 (2020)

Right of Defendant to Copy of Statement Given While in Police Custody; Failure of Prosecution to Comply; Evidence Discovered After Filing of Request

“c. Failure of the prosecution to comply with a defendant's timely written request for a copy of such defendant's statement, whether written or oral, shall result in such statement being excluded and suppressed from the prosecution's use in its case-in-chief or in rebuttal.

d. If the defendant's statement is oral, no relevant and material, incriminating or inculpatory, portion of the statement of the defendant may be used against the defendant unless it has been previously furnished to the defendant, if a timely written request for a copy of the statement has been made by the defendant.”

### Second transposition:

2021 New York Laws → CPL – Criminal Procedure → Part 2 – The Principal Proceedings → Title J – Prosecution of Indictments in Superior Courts – Plea to Sentence → Article 240 – Discovery → Section § 70

Citation:  
NY Crim. Proc. L § 240.70

Discovery; Sanctions; Fees

“1. If, during the course of discovery proceedings, the court finds that a party has failed to comply with any of the provisions of this article, the court may order such party to permit discovery of the property not previously disclosed, grant a continuance, issue a protective order, prohibit the introduction of certain evidence or the calling of certain witnesses or take any other appropriate action.”



### Third statutory reference:

2020 Georgia Code → Title 45 – Public Officials and Employees → Chapter 4 – Official Bonds

Citation:  
O.C.G.A. § 45-4 (2020)

-This chapter is cited as a plain reference to the mandatory recording of bonds of public officials to indemnify the state against liability incurred from the malpractice and malfeasance of public officials. Bonds must have at least 2 sureties who permanently reside in the state and are not public officers or attorneys, and they must be approved by the probate court judge of the county where the official will discharge his/her duties and filed with the comptroller general. Any public officer acting in his / her official capacity without being properly bonded is guilty of a misdemeanor. (paraphrased for brevity)

### Third transposition:

2021 New York Laws → PBO – Public Officers → Article 2 – Appointment and Qualification of Public Officers → Section § 11

Citation:  
NY Pub. Off. L § 11 (2021)

#### Official Undertakings

-It took a while to discover, but the word “undertaking” is synonymous with the word “promise” and is used in conjunction with bonds. This statute makes similar requirements of official “undertakings”, requiring the bonds of public officials to have at least two sureties that are permanent residents of the state and must be approved either by the attorney general or the county clerk and filed with the comptroller who shall also approve the sufficiency of the sureties. (paraphrased for brevity)

**Note:** These three statutes are relatively simple to transpose, and they are all located in similarly titled law chapters. Judicial officers must be properly bonded, and discovery is a universal procedure which is omnipresent in American jurisprudence. The third transposition was the most confusing as the word “undertaking” is used interchangeably with the word “bond”.

**First statutory reference:**

2020 Georgia Code → Title 40 – Motor Vehicles and Traffic → Chapter 13 – Prosecution of Traffic Offenses → Article 1 – Uniform Traffic Citation and Complaint Form → Section § 2

Citation:  
O.C.G.A. § 40-13-2 (2020)

System of Accountability; Procedures for Use and Issuance

“The Board of Public Safety, by rule and regulation, shall establish a system of accountability for all traffic citations and complaints, and it shall also provide the procedures governing the use and issuance of such citations and complaints.”

**First transposition:**

2021 Code of Alabama → Title 12 – Courts → Chapter 12 – District Courts → Article 3 – Traffic Offenses → Section § 54

Citation:  
AL Code § 12-12-54 (2021)

Accounting for Uniform Traffic Tickets and Complaints; Disposition of Forms; Records and Reports

“The judge or judges and the clerk of the district court shall designate personnel to be responsible for accounting for all uniform traffic tickets and complaints issued to law enforcement officers or others in their jurisdiction and for the proper disposition of the forms and shall cause to be prepared records and reports relating to the uniform traffic tickets and complaints in the manner and at the time as may be prescribed by rule of the Supreme Court. In instances in which an electronic traffic ticket or e-ticket, as defined in Section 32-1-4, is used, the judges and the clerks of the district courts shall designate personnel to be responsible for accounting for all e-tickets received and issued by the court in the manner and at the time as may be prescribed by rule of the Supreme Court.”

**Second statutory reference:**

2020 Georgia Code → Title 40 – Motor Vehicles and Traffic → Chapter 13 – Prosecution of Traffic Offenses → Article 2 – Arrests, Trials, and Appeals → Section § 24

Citation:  
O.C.G.A. § 40-13-24 (2020)

Indictment or Accusation Not Required; Docket

“An indictment or accusation shall not be required against a defendant under this article, but a citation and complaint specifically setting out the charge shall be issued. The court shall keep a docket on which shall be plainly kept the name and address of the defendant, the nature of the offense in brief, the date when brought before the court, and the final disposition of the case with the date thereof. Such docket shall be the same in each probate court handling traffic misdemeanor cases and shall be on a form to be prescribed by the Department of Law. Such docket shall be paid for from the treasury of the county in which such court is located. Municipal courts may use the dockets ordinarily in use by them in the trial of other cases or, in the discretion of the court, may adopt the docket provided in this Code section for probate courts.”

**Second transposition:**

2021 Code of Alabama → Title 12 – Courts → Chapter 12 – District Courts → Article 3 – Traffic Offenses → Section § 53

Citation:  
AL Code § 12-12-53 (2021)

Accounting for Uniform Traffic Tickets and Complaints; Disposition of Forms; Records and Reports

“(a) Every law enforcement agency in the state shall use traffic citations of the form known as the uniform traffic ticket and complaint, which shall be substantially uniform throughout the state and which shall be issued, except for an electronic traffic ticket or e-ticket, as defined in Section 32-1-4, in books with citations in no less than quadruplicate.

(b) The uniform traffic ticket and complaint shall be used in traffic cases where a complaint is made by a law enforcement officer or by any other person or an information is filed by the district attorney.”

**Third statutory reference:**

2020 Georgia Code → Title 40 – Motor Vehicles and Traffic → Chapter 13 – Prosecution of Traffic Offenses → Article 3 – Traffic Violations Bureaus → Section § 54

Citation:  
O.C.G.A. § 40-13-54 (2020)

Disposition of Original and Copies of Citation and Complaint

“The original citation and complaint shall be sent by the officer issuing it to the traffic violations bureau of the court within 24 hours of the arrest. The defendant named in the citation shall be given the second copy. The officer issuing the citation and complaint shall retain one copy for himself or herself, and the court may, by order, provide that an additional copy shall be made for the use of any municipality in the county or the Department of Driver Services.”

**Third transposition:**

Alabama Rules of Judicial Administration →  
Rule 19 – Uniform Traffic Infractions

Citation:  
Ala. R. Jud. Admin. 19

6. Accountability for Tickets

(a) Law Enforcement Agencies

“i. Paper tickets. Each law enforcement agency shall be responsible for the proper accounting and use of all tickets stocked by that agency. Each law enforcement officer issuing a ticket shall complete and sign the ticket, serve a copy of the completed ticket upon the defendant and, without unnecessary delay, normally within 48 hours, acknowledge under oath the facts alleged therein before any person within the judicial branch of government who is authorized by the State of Alabama to administer oaths and file the court copies of the ticket with the court having jurisdiction over the alleged offense.”

**Note:** As we see here, the statutes almost never read exactly the same. Finding the most similar code section is the challenge. Oftentimes, the equivalent code sections will fall under a different chapter as in this example which one state addresses the traffic citations and complaints in the title called Motor Vehicles and Traffic, and the other state contains an equivalent statute in the traffic offenses article within the title called Courts. The third transposition is not even in the state code as it is procedural and is found within the judicial procedures.



## **CITING CASE LAW AND READING CASES**

Researching case law is very time-consuming, so it's important to discuss how you can learn to do it on your own. Cases and case summaries are not very accessible outside of a few free resources (A couple of paid services are below.). Rulings in one jurisdiction in one state may carry persuasive authority in another jurisdiction in another state, but other state's rulings do not set mandatory authority. Rulings from federal and supreme courts do set mandatory authority and precedent on the lower courts (a concept called "vertical *stare decisis*").

While the difficulty and complexity of this is a major factor, it may be advantageous to skip citing new cases and to just go with what is already in the templates. It solely depends on how thorough you desire to be with your special legal remedies. You may find specific cases for your state that have persuasive authority. It may impress your adversary as well.

You do not have to read the cases in their entirety – just enough to decipher if it is applicable to the point of law you are trying to support. Oftentimes, a case summary or the court opinion may suffice.

It is useful to see the judgment (the court's ruling in a matter). For instance, if you are searching for cases for which no valid cause of action was stated in the plaintiff's complaint, then you might read a case that was dismissed because of that reason, and as such, you choose to cite it in your affidavit.

Search using various keyword phrases related to the topic at hand. Highlighting those keywords while reading is also worthwhile for reference.

### **Examples for various states:**

Going back to the Petition to Vacate Void Orders, we find a section stating numerous reasons a court or plaintiff may lose subject matter jurisdiction on pages 4 and 5.

One of those reasons is

**a violation of due process.**

See cases:

“...(juvenile whose commitment was stayed in lieu of community service was afforded due process, including an affidavit of violation of probation and a hearing, prior to the stay being lifted).

Because of this due process violation, we reverse and remand for further proceedings and direct that appellant's probation be reinstated pending the

state properly proceeding against appellant.”

*B.S. v. State*, 886 So.2d 1062 (2004)

“The trial court granted appellees relief by, among other things, declaring that section 14-10(6) of the Dallas City Code “is unconstitutional, vague and overbroad, denying [appellees] and other parties similarly situated due process of law’. Once the trial court’s judgment became final, this appeal ensued. Appellants challenge the trial court’s conclusion that section 14-10(6) violates the constitutional protections of due process.”

...  
“We hold, therefore, that section 14-10(6) of the Dallas City Code is unconstitutional because of vagueness and that it violates the due process guarantees of the Texas Constitution.”

*City of Dallas v. M.D. II Entertainment*, 974 S.W.2d 411 (1998)

“Because the trial court conducted the hearing as a summary proceeding where no witnesses testified and no cross-examination was conducted, we conclude that Thompson’s due process rights were violated. We therefore reverse the trial court and remand this case for a proper final termination hearing.”

...  
“When the State seeks to terminate the parent-child relationship, it must do so in a manner that meets the requirements of due process.”

*B.T. v. Clark County Div. of Family & Children*, 791 N.E.2d 792 (2003)

“Phillips contends that the trial court erred by affirming his conviction. He argues that the ordinance should not have been enforced against him since it denied him due process of law; that the ordinance was unconstitutional as applied to him; that the Commonwealth failed to prove the elements of the offense charged; and that the trial court erred with respect to numerous evidentiary issues.”

...  
“However, the City never established the Board of Occupational License Appeals. At the time Phillips contested the ordinance, the mayor had not named the members of the Board. To date, the members have never been appointed. Thus, Phillips did not have any opportunity to invoke the administrative pre-deprivation remedy guaranteed by the ordinance. The putative administrative remedy could not have been exhausted as a

prerequisite for judicial relief. We conclude that Phillips was denied due process of law on this basis.”

*Phillips v. Commonwealth*, 324 S.W.3d 741 (2010)

“Phillips contends that the trial court erred by affirming his conviction. He argues that the ordinance should not have been enforced against him since it denied him due process of law; that the ordinance was unconstitutional as applied to him; that the Commonwealth failed to prove the elements of the offense charged; and that the trial court erred with respect to numerous evidentiary issues.”

*Tandy Computer Leasing v. Terina’s Pizza*, 105 Nev. 841, 784 P.2d 7 (1989)



Another reason the court may lose jurisdiction over the subject matter is...  
**where the rules and procedures of court are not followed.**

See cases:

“This Court reversed the district court on appeal, finding that the failure to comply with I.R.C.P. 7(b)(3)(A) when granting the I.R.C.P. 41(a)(2) motion constituted an abuse of discretion and deprived the non-moving party the opportunity to argue in favor of an award of attorney fees and costs.”

*Peterson v. Private Wilderness, LLC*, 152 Idaho 691 (2012)

“Petitioner filed a petition for a writ of prohibition and/or writ of mandate with this court on February 23, 1981. On March 23, this court found that the attempted service by mail was invalid under  
Code of Civil Procedure section 415.30.”

...

“Petitioner’s principal contention is that it was an abuse of discretion for the trial court to find that real parties used reasonable diligence in prosecuting their case. We agree. Code of Civil Procedure section 581a, subdivision (a), requires that an action be dismissed unless summons on the complaint be served and return thereof made within three years  
after an action is commenced.”

*Tandy Corp. v. Superior Court*, 129 Cal. App. 3d 734 (1982)

“Md. Rule 735 governs the procedure to be followed when an accused elects between trial by jury and trial by the court. In *Biddle v. State*, 40 Md. App. 399, 392 A. 2d 100 (1978), we held that compliance with the rule is mandatory and where the record fails to show such compliance a conviction must be reversed on direct appeal.”

...

“In holding that Rule 735 d had been violated we said: ‘It is evident here, as it was in *Biddle*, that the court made no effort whatever to comply with section d of Rule 735. It obviously made no inquiry of appellant on the record. Neither is there any indication in the record that the court knew what had transpired in the District Court. Accordingly, there was no basis upon which it could have reasonably concluded .that appellant had full knowledge of his right to a jury trial and that he was knowingly and voluntarily waiving that right.’ *Id.* at 683.’”

...

“We conclude, therefore, that the record fails to show compliance with Rule 735(d) and the appellant’s conviction must be reversed.”

*Harris. v. State*, 42 Md. App. 248 (1979)

“This is an appeal from the district court’s order dismissing without prejudice appellant’s case, pursuant to rule 12.02 of the Minnesota Rules of Civil Procedure, for lack of jurisdiction due to insufficient service of process. We affirm.”

...

“It is uncontested that respondents were served. It is the manner in which service took place that is at issue. Rule 4.02 of the Minnesota Rules of Civil Procedure restricts those individuals able to administer service:”

...

“Lewis personally served Northwest and American. Because Lewis is a party to the action, the service was invalid under rule 4.02 of Minnesota Rules of Civil Procedure. Unless service is valid, the court lacks jurisdiction to hear the case. Without jurisdiction, the action is properly dismissed since respondents preserved the defense of lack of jurisdiction in their answer.”

*Lewis. v. Contracting Northwest, Inc.*, 413 N.W.2d 154 (1987)

“Defendant answered, denied she occupied the premises on a monthly verbal lease, admitted no rent was claimed by plaintiff, alleged plaintiff did not comply with notice requirements of the Louisiana Civil Code and Code of Civil Procedure, and alleged the due date for monthly rental payments was tacitly altered by plaintiff’s previous acceptance of late rental payments.”

...

“Following trial, there was judgment dismissing plaintiff’s suit. The trial court gave the following reasons for judgment at the request of plaintiff’s



attorney: ‘The Court is of the opinion that improper notice was given due to the fact that the defendant or tenant had a written lease, and the Court is of the further opinion that before a Rule for Possession is in order, that a petition to cancel the lease should have been filed first.’”

*Museum v. Mayberry*, 348 So.2d 1274 (La. 1977)



One more reason the court may lose jurisdiction over the subject matter is stated to be is...

**fraud upon the court.**

See cases:

“Upon this state of facts the court held that the plaintiff had committed a fraud upon the court in securing service of its process, and upon this ground declared the proceedings in the action void and held that the proof of service and the judgment of record in the case should be held for naught; and it declared them vacated and set aside.”

...

“Under the circumstances this was proper action by the court, for the reason that a court will not permit such an abuse of its process. When it is brought to its attention ‘the court should vindicate the integrity of its process by setting aside its service and turning the plaintiff out of court as a punishment for his fraud.’”

*Metzler v. Metzler*, 132 Wis. 601 (1907)

“At some point, a misrepresentation to the court offends the integrity of the judicial system itself. Civil Rule 60, which provides for relief from judgment, specifically authorizes a court ‘to set aside a judgment for fraud upon the court.’ Alaska R.Civ.P. 60(b).”

...

“It clearly violated its duty of honest dealing with this court; this case is thus closer to *Mallonee* than to *Allen* and *Chefnak*. We therefore conclude that our judgment in *Higgins I* should be set aside for fraud upon the court.”

*Higgins v. Municipality of Anchorage*, 810 P.2d 149 (1991)

“The plaintiff persisted in this misrepresentation when, in connection with the divorce action, he testified falsely under oath concerning the consideration given for the transfer. This testimony, given after the initiation

of the divorce action, along with the plaintiff's testimony in this case, constituted a fraud on the court."

...

"It is a fundamental principle of equity jurisprudence that for a complainant to show that he is entitled to the benefit of equity he must establish that he comes into court with 'clean hands'. *Murphy v. Dantowitz*, 142 Conn. 320, 326, 114 A.2d 194; *Gest v. Gest*, 117 Conn. 289, 296, 167 A. 909."

*Pappas v. Pappas*, 164 Conn. 242 (1973)

"The plaintiff obtained an injunction without any authority of law whatever for doing so. His purpose necessarily was to wrongfully tie up the defendant's property until he could be compelled, in order to have the property released, to go into court and move for the dissolution of the injunction. Whether intended so or not, it was a fraud upon the courts and brought the defendant into court and caused him to become subject to the jurisdiction of the court, and it was equivalent to bringing the defendant into court under subpoena or process and came within the principle that when a nonresident comes into a state to defend his suit he is usually exempt from service of process."

*Nelson v. Smith*, 157 Or. 292, 69 P.2d 1072 (1937)

"In light of the information communicated by Create 21's December 7, 1990 letter canceling the Southwest / Create 21 September 14, 1990 Contract and by Lucy's subsequent conversation with Smith, the above affidavits by Smith and Rice appear to be no less than misrepresentations. We refer this possible fraud upon the court to the circuit court for appropriate investigation and action."

...

"The possibility that Plaintiffs used fraud upon the court when obtaining the summary judgment in their favor motivates us to vacate and remand. 'Fraud, misrepresentation, and circumvention used to obtain a judgment are generally regarded as sufficient cause for the opening or vacating of the judgment.' 47 Am.Jur.2d *Judgments* § 881 (1995)."

*Southwest Slopes, Inc. v. Lum*, 81 Haw. 501, 918 P.2d 1157 (1996)

## **Is your confidence beginning to rise? Are you feeling up to this task?**

It must be reiterated that this sort of work is not for everyone.  
This is feasible for decent writers who are intellectually capable of doing their own legal research.

- There are various notes left throughout for your assistance. Some are left at the end on their own dedicated page (for example, the injunction document).
- Many of the documents are not possible to be made into templates (for example, the lawsuit document and the petition to vacate void orders document). They have sections that require your deliberation and due diligence.

### **ATTENTION, NATURALIZED CITIZENS:**

If you were not born domestically in the United States of America and you moved to the States and were later naturalized as a U.S. citizen, please substitute the term “Birth Certificate” with the term “Naturalization Certificate” as they serve the same purpose. For example, where you see a field that requires a birth certificate number, supply the naturalization certificate number and alter the wording for naturalization. Where the birth date is called for, supply the date of record on said naturalization certificate as that is the date the federal CITIZEN was berthed.

Please understand that this template library is designed by and for naturally-born U.S. citizens; however, you are more than equipped to achieve status correction in the same manner.

### **Recommended legal resources for your assistance (mostly online):**

**(for accessing and looking up state laws, learning about the U.C.C.  
and related redemption processes and more)**

- Legal Information Institute ([law.cornell.edu](http://law.cornell.edu))
- Justia ([law.justia.com](http://law.justia.com))
- Wikipedia ([wikipedia.org](http://wikipedia.org))
- [Casetext.com](http://Casetext.com) and [Casemine.com](http://Casemine.com) (case law databases)
- Harvard Law School Caselaw Access Project ([case.law](http://case.law))  
**(highest recommended)**
- your local law library
- Secured Party \* Creditors Facebook Group  
([facebook.com/groups/securedpartycreditors](https://facebook.com/groups/securedpartycreditors))
- Sovereign Filing Solutions ([makefreedom.com](http://makefreedom.com))

This instructional document will continue to be updated with additional resources as the creator sees fit.

Hopefully, this is sufficient to educate and to enable you to produce your own documents.

## **Regarding the public records section:**

Open access for contacting the creator has been disabled until a way to screen out the obvious spam and federal agents trolling the site has been devised.

Projects with the website and its design are ongoing. A potential feature to be added may be a submission form in which users may submit their PDF documents for review and posting.

If you want to post some documents for the record on this website,  
follow the instructions here:

<https://www.worldreviewgroup.com/filinginstructions.html>

When the contact e-mail is reopened, absolutely no questions will be answered regarding how / why / when you will post. Send your documents with an offering of fee payment (whatever you deem the amount to be).

Moreover:

Certain documents are considered to be private and are not meant to be publicized.

These include (but are not limited to):

- Security Agreement (first page may be publicized)
- Trust Minutes
- G.S.A. bonds
- Promissory Notes
- Accepted for Value instruments / commercial papers

If you can't adhere to site policy, you will be ignored without exception.

Best of luck to all!

# **HELP WANTED**

Seeking writers, web coders, video editors... etc.

Inquire here: [anarchyrisng777@protonmail.com](mailto:anarchyrisng777@protonmail.com)

