\*\*Note: Blue text indicates new items

Attorney and Preparer Information

## Acknowledgment Forms

Certifying a Copy of a Record, #198 Individual Acknowledgment, #194 Representative Capacity Acknowledgment, #195 Verification on Oath or Affirmation, #196 Witnessing or Attesting a Signature, #197

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#### Corporations

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Articles of Revocation of Dissolution

- Asset Purchase Agreement
- Bylaws

Checklist of Bylaws and Organizational Minutes

- Completing the Organization Under Iowa Business Law Act
- Dissolution of Corporation
- Dissolution of Corporation By Incorporators or Initial Directors
- Legal Opinion of Buyer's Counsel
- Legal Opinion of Seller's Counsel
- Letter of Intent
- Minimum Requirement Form with Alternative Provisions
- Notice of Dissolution
- **Preliminary Incorporation Checklist**
- **Restated Articles of Incorporation**

## **Issues Affecting All Business Organization**

# Auditor Response Letter

# **Limited Liability Companies**

- Certificate of Organization
- **Operating Agreement**
- Preliminary Organization Checklist of LLC

## Nonprofit Corporations

NonProfit Corporation Bylaws

## **Professional Corporations**

- Articles of Incorporation
- Bylaws (Professional Corporation)

## Secretary of State

Application for Amended Certificate of Authority (Corporation) (PDF) Application for Amended Certificate of Authority (Limited Partnership) (PDF) Application for Amended Certificate of Authority (Nonprofit) (PDF) Application for Certificate of Authority (PDF) Application for Certificate of Authority (Cooperative) (PDF) Application for Certificate of Authority (Limited Partnership) (PDF) Application for Certificate of Authority (Nonprofit) (PDF) Application for Certificate of Authority (Nonprofit) (PDF) Application for Certificate of Registration - Limited Liability Company (PDF)

# IowaDocs 2020 Library Listing

\*\*Note: Blue text indicates new items

Application for Certificate of Withdrawal (PDF) Application for Registration of Corporate Name (PDF) Application for Registration of Mark (PDF) Application for Reinstatement (PDF) Application for Reinstatement (Limited Partnership) (PDF) Application for Reinstatement of a COOPERATIVE ASSOCIATION (PDF) Application for Renewal of Registered Mark (PDF) Application for Renewal of Registration of Corporate Name (PDF) Application for Reservation of Name (PDF) Assignment of Registration of Mark (PDF) Charge Transaction Form (PDF) Fictitious Name Resolution (PDF) Notice of Transfer of Reservation of Corporate Name (PDF) Statement of Cancellation (PDF) Statement of Change of Designated Office and/or Agent (PDF) Statement of Change of Registered Office and/or Registered Agent (PDF) Statement of Foreign Qualification of Foreign Limited Liability Partnership (PDF) Statement of Qualification of Limited Liability Partnership (PDF) Statement of Resignation of Agent (PDF) Statement of Resignation of Registered Agent (PDF) Voluntary Election to Adopt the Iowa Business Corporation Act (PDF) **UCC Forms** UCC3 Financing Statement Amendment Addendum (PDF)

UCC FS in Leu of Continuation (PDF) UCC11 Information Request (PDF) UCC1 Financing Statement (PDF) UCC1Ad Financing Statement Addendum (PDF) UCC3 FS Amendment (PDF) UCC5 Correction Statement (PDF)

#### **Civil Litigation Forms**

#### **Subpoenas**

Subpoena Form to Testify at Deposition or Produce Documents [Form 13] Subpoena Form to Testify at Hearing or Trial [Form 14] Subpoena Form to Produce Documents or Permit Inspection [Form 15] Affidavit of Filing Foreign Judgment and Notice by Clerk, #167 Affidavit of Financial Status, #311 Application for Examination of Judgment Debtor, #316 Application to Condemn Funds, #310 Attorney Fee Contract, #160 Authorization for Release - Nominate Attorney in fact, Form #348 Authorization to Release Information, #145 Civil Petition Cover Sheet (PDF) Court Officer Deed, #P201

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\*\*Note: Blue text indicates new items

General Execution, #318 Judgment By Confession, #315 Notice of Garnishment Pursuant to Iowa Code 642.14A, #308 Notice of Levy and Opportunity for Hearing, #320 Order Condemning Funds #312 Order To Withhold Income for Child Support, #349 Original Notice - Directions for Service of Original Notice, #305 Original Notice - Foreign Corporation or Non-Resident, #303 Original Notice - In Dissolution of Marriage, #300 Original Notice - Non-Resident Motor Vehicle Owner or Operator, #302 Original Notice - Publication, #304 Original Notice for Personal Service, #301 Physician's and Surgeon's Report to Lawyer of Patient, #144 Praecipe, #319 Release (Multiple Releasors), #362 Release (Single Releasor), #361 Request for Hearing on Whether Property is Exempt, #321 Subpoena Form to Produce Documents or Permit Inspection [Form 15] Subpoena Form to Testify at Deposition or Produce Documents [Form 13] Subpoena Form to Testify at Hearing or Trial [Form 14]

#### **Child Support Calculator**

Child Support Worksheet Guidelines (Form 1) Child Support Worksheet Guidelines (Form 2) Child Support Calculator - Actions Prior to 2019 Child Support Worksheet Guidelines (Form 1) 2018 Chapter 9, Child Support Guidelines Child Support Calculator Help

#### **Commercial Forms**

Assignment of Wages, #139 Bill of Sale and Security Agreement, #118 Bill of Sale, #117 Demand Promissory Note, #336 Lease-Business Property- Short Form, #165 Lease-Business Property, #164 Lease-Personal Property, #178 Long Form Promissory Note, #337 Mechanic's Lien, #137 Mobil/Manufactured Home Notice, #334 Notice of Validation of Debt, #172 Notice to Owner of Owner-Occupied Dwelling, #171 Promissory Note, #136 Release of Mechanic's Lien, #138 Security Agreement, General Form, #116

Waiver of Mechanic's Lien, #140

\*\*Note: Blue text indicates new items

#### **Criminal Law Forms**

Answer in Rem Forfeiture Complaint

Appearance

Application Return of Seized Property

Motion Arrest of Judgment

**Motion New Trial** 

Motion Suppress

Notice of Alibi Defense

Notice of Appeal

Notice of Interlocutory Appeal and Motion to Stay

Notice of Intoxication Defense

Notice Self Defense

Order Appointing Appellate Counsel

Written Arraignment and Plea of Not Guilty

Written Guilty Plea

## **Family Law**

#### Family Law Manual

Agreement For Attorneys Compensation Accounting Billing and Payment Information Application For Appointment Of A Conciliator Application For Issuance Of Letters Rogatory and Order Application For Modification Of Temporary Support Order Application For Order For Rule To Show Cause Application For Prove-Up Of Dissolution Of Marriage Application For Temp Custody Child and Spousal Support and Attorney Fees Application For Temporary Alimony Attorney Fees and Court Costs Application For Temporary Custody **Application For Temporary Visitation Application For Waiver Of Waiting Period** Application For Writ Of Attachment Without Bond Application of Indigency **Application To Proceed In Forma Pauperis** Application To Waive Waiting Period Due To Parties Stipulation Attorney Fee Contract Decree Of Dissolution Of Marriage Decree Of Dissolution Of Marriage (Default) Information Pursuant To Iowa Code Section 598.22B and 602.6111 Motion For Blood Or Genetic Tests Motion For Order To Compel Discovery Motion For Physical And Or Mental Examination Motion To Compel And For Attorney Fees Order Authorizing Decree During Waiting Period Order Directing Conciliation and Appointing Conciliator Order Establishing Paternity, Current and Accrued Support Order For Hearing (General)

\*\*Note: Blue text indicates new items Order For Rule To Show Cause Order For Temporary Child Custody And Support Order For Writ Of Attachment Without Bond **Order Requiring Blood Tests** Order Waiving Statutory Waiting Period Original Notice Affidavit for Prove-up of Dissolution of Marriage **Petition For Annulment** Petition For Dissolution Of Marriage (No Children) Petition For Dissolution Of Marriage (With Children) **Petition For Separate Maintenance** Petition To Establish Paternity And Child Support **Request For Admissions Request For Production of Documents - Simple Requests For Production Of Documents - Detailed** Stipulation Kit Name Change Forms Petition for Adult EDMS (Name Change) (PDF) Petition for Minor EDMS (Name Change) (PDF) Affidavit of Financial Status, #311 Confidential Social Security Form - 598.22B, #343 Confidential Social Security Number Form (Plantiff/Defendant), #341 Order Approving Partial Release/Satisfaction Child Support (No Asst.) #327 Order Approving Partial Release/Satisfaction of Child Support (Asst.) #328 Order Approving Release/Satisfaction Child Support (No Asst.) #323 Order Approving Release/Satisfaction of Child Support (Asst.), #325 Order Setting Hearing for Examination of Judgment Debtor, #326 Order To Withhold Income for Child Support, #349 Petition for Adult EDMS (Name Change) (PDF) Petition for Minor EDMS (Name Change) (PDF) Release/Satisfaction of Judgment for Child Support (Asst.), #324 Release/Satisfaction of Judgment for Child Support (No Asst.), #322 **Guardianship and Conservatorship Forms** Affidavit of Parental Consent, #P278 Combined Petition for Appointment of Guardian and Conservator for Adult, #P272 Conservator's Initial-Amended Plan, #P275 Conservator's Request for Approval for Other Action, #P277 Guardian's Annual Report for Protected Minor, #P264 Guardian's Annual Report for Protected Person, #P266 Guardian's Final Report for Protected Minor, #P265 Guardian's Final Report for Protected Person, #P267 Guardian's Initial Care Plan for Protected Minor, #P279 Guardian's Initial Care Plan for Protected Person, #P281 Inventory of Protected Person, #P282 Notice of Conservator's Initial-Amended Plan, #P276

\*\*Note: Blue text indicates new items Order Granting Petition for Appointment of Conservator for Adult, #P268 Order Granting Petition for Appointment of Guardian for Adult, #P269 Petition for Appointment of Conservator for Adult, #P270 Petition for Appointment of Conservator for Minor, #P271 Petition for Appointment of Guardian for Adult, #P273 Petition for Appointment of Guardian for Minor, #P274 Report of Conservator, #P283 Conservatorship Schedule A - Real Estate, #P251 Conservatorship Schedule B - Stocks and Bonds, #P251 Conservatorship Schedule C - Mortgages, Notes, Deposits and Cash, #P251 Conservatorship Schedule D - Life Insurance, #P251 Conservatorship Schedule E - Jointly Owned Property, #P251 Conservatorship Schedule F - Miscellaneous Property, #P251 Court Officer Deed, #P201 Court Officer's Oath (Corporate statutory), #P211 Court Officer's Oath (Individual statutory), #P210 Exhibit A - Conservatorship Receipts, #P255 Exhibit B - Conservatorship Disbursements, #P256 Exhibit C - Other Assets, #P257 Exhibit D - Changes in Conservatorship Investments, #P258 Exhibit E - Reason for Termination - Final Report, #P259 Exhibit F - Special Circumstances Annual or Final Report, #P260 Order Approving Report for Guardian/Conservator

#### **ISBA Manuals**

ISBA Manual Form Listing [Members Only]

Appellate Practice Manual

- Business Law Manual
- Family Law Manual

Federal Practice Manual

Probate Manual

Real Estate Manual

Workers Compensation Manual

## **Jury Instructions**

Iowa Civil Jury Instructions Civil Jury Instruction Reference Iowa Criminal Jury Instructions Criminal Jury Instruction Reference

#### Law Practice Management

#### **Limited Scope**

Limited Scope of Service Agreement Limited Appearance Pursuant to IRCP 1.404(3) Notice of Completion of Limited Appearance Pursuant to IRCP 1.404(4) Limited Scope Completion Letter What is Limited Scope? Updated: 02/19/2020

\*\*Note: Blue text indicates new items

#### **Miscellaneous Forms**

Application for an Iowa Vital Record (PDF) Client Intake Form County Recorders Generic Cover Sheet EDMS Worksheet

#### **Powers of Attorney**

Authorization for Release - Nominate Attorney in fact, Form #348 Combined Living Will and Medical Power of Attorney, #123 Corporate Affidavit Regarding Nonrevocation of Power of Attorney, #357 Declaration of Designee for Final Disposition, #363 Declaration Relating to Use of Life Sustaining Procedures, (Living Will), #122 Durable Power of Attorney (Short Form), #119 Durable Power of Attorney, Health Care Decisions, #121 Individual Affidavit Regarding Nonrevocation of Power of Attorney, #355 Iowa Statutory Power of Attorney Agent's Certification Form (Optional Form), #374 Iowa Statutory Power of Attorney, #120 Power of Attorney for Medical Services: Delegation of Authority, #370 Power of Attorney RE: Temporary Delegation of Custody, #369 Revocation of Power of Attorney, #354

#### Probate Forms

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Affidavit for Distribution of Property, #P303 Affidavit of Death Terminating Life Estate #179 Affidavit of Mailing Notice, #P222 Affidavit of Surviving Joint Tenant for Change of Title, #339 Affidavit of Surviving Spouse for Change of Title to Real Estate, #177 Affidavit Re\_Compensation of Attorneys #P220 Affidavit Re Compensation of Corporate Fiduciary #P218 Affidavit Re Compensation of Individual #P219 Affidavit That No Inheritance Tax Is Due, #356 Application for Appraisal in Intestate Estate with Spouse, #P246 Application for Order Fixing Time and Place of Hearing and Prescribing Notice, #P221 Certificate of Change of Title, #112 Certificate of Trust Existence, #365 Claim in Estate or Conservatorship #P233 Combined Living Will and Medical Power of Attorney, #123 Confidential Social Security Form - ESTATE, #342 Court Officer Deed, #P201 Court Officer's Oath (Corporate statutory), #P211 Court Officer's Oath (Individual statutory), #P210 Declaration Relating to Use of Life Sustaining Procedures, (Living Will), #122 Designation of Attorney, #P215 Durable Power of Attorney, Health Care Decisions, #121 Election of Surviving Spouse of Right To Take Elective Share, #351

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#### \*\*Note: Blue text indicates new items

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Court Officer's Oath (Corporate statutory), #P211

Court Officer's Oath (Individual statutory), #P210

Designation of Attorney, #P215

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#### Probate Inventory Forms

Probate Inventory Set Intake Procedure

## **All Probate Inventory Forms**

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Estate Recovery Worksheet

Notice of Proof of Will Without Administration, #P226

Order Admitting Will to Probate Without Present Administration, #P208

Petition for Probate of Will Without Present Administration, #P204

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Trust Notice, #340 (PDF)

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Affidavit Re\_Compensation of Attorneys #P220

Affidavit Re\_Compensation of Corporate Fiduciary #P218

Affidavit Re\_Compensation of Individual #P219

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Confidential Social Security Form - ESTATE, #342

Court Officer's Oath (Corporate statutory), #P211

Court Officer's Oath (Individual statutory), #P210

Designation of Attorney, #P215

Estate Recovery Worksheet

Letters of Appointment (With Certificate), #P212

Letters of Appointment (Without Certificate), #P213

Notice of Probate Will, of Appointment of Executor and Notice to Creditors, #P225

Order Admitting Will to Probate and Appointing Executor, #P207

Petition for Probate of Will and Appointment of Executor(s), #P203

Release from Estate Recovery Program, #P367

## Small Estate Closing Forms

Notice of Small Estate Closing Statement, #P305 Order Closing Small Estate & Discharging Personal Representative, #P304 Small Estate Administration Closing Statement, #P360

## Small Estate Opening Forms

Letters of Appointment - Small Estate, #P214 Notice of Probate Will, of Appointment of Executor and Notice to Creditors, #P225 Order for Small Estate Administration & Appointing Personal Representative, #P209 Petition for Administration - Small Estate, #P206

#### **Real Estate Forms**

## \_All Forms

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Affidavit for Change of Title Following Merger, #372

Affidavit in Support of Forfeiture of Real Estate Contract, #176

Affidavit of Compliance Section 2.1 of the Iowa Title Standards, #100

Affidavit of Death Terminating Life Estate #179

Affidavit of Identity RE Judgments, #147

## Affidavit of Identity RE Name Variances, #146

## Affidavit of Possession, #154

Affidavit of Surviving Joint Tenant for Change of Title, #339

Affidavit of Surviving Spouse for Change of Title to Real Estate, #177

Certificate of Change of Title, #112

## Certification of Owners Association Charges, #149

County Recorders Generic Cover Sheet

Court Officer Deed, #P201

Custodian Deed, #111

Declaration of Value - Additional Instructions Page (PDF)

Declaration of Value (Letter Size) (PDF)

Demand Promissory Note, #336

Dwelling Unit Rental Agreement (Residential Lease), #151

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Trustee Warranty Deed (Inter-Vivos Trust), #107 Trustee's Affidavit (Corporate), #114 Trustee's Affidavit (Individual), #113 Waiver of Mechanic's Lien, #140 Warranty Deed - Corporation/Business Entity Grantor, #335 Warranty Deed (Corporate), #104 Warranty Deed (Joint Tenancy), #103 Cover Page Form Warranty Deed (Joint Tenancy), #103 Single Page Form Warranty Deed (Several Grantors), #102 Warranty Deed, #101 Cover Page Form Warranty Deed, #101 Single Page Form

#### Affidavit Forms

Affidavit By Tax-Title Holder, #364

#### Affidavit Child Support, #148

Affidavit for Change of Title Following Change of Fiduciary, #371

Affidavit for Change of Title Following Merger, #372

Affidavit in Support of Forfeiture of Real Estate Contract, #176

Affidavit of Compliance Section 2.1 of the Iowa Title Standards, #100

Affidavit of Death Terminating Life Estate #179

Affidavit of Identity RE Judgments, #147

Affidavit of Identity RE Name Variances, #146

Affidavit of Possession, #154

Affidavit of Surviving Joint Tenant for Change of Title, #339

Affidavit of Surviving Spouse for Change of Title to Real Estate, #177

Certification of Owners Association Charges, #149

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Release of Mechanic's Lien, #138
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Partial Release of Real Estate Mortgage, #130
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Real Estate Mortgage, #128
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Small Claim Forms
3.1 Original Notice and Petition for a Money Judgment (PDF)
3.2 Original Notice & Petition for a Money Judgment for Taxes Owing (PDF)

3.3 Original Notice & Petition for Money Judgment against Nonresident Motor Vehicle Owner (PDF)

- 3.4 Original Notice & Petition for Money Judgment Nonresident/Foreign Corp. Def. (PDF)
- 3.5 Original Notice and Petition for Replevin (PDF)

3.6 Original Notice and Petition for Forcible Entry and Detainer (PDF)

# **IowaDocs 2020 Library Listing**

#### \*\*Note: Blue text indicates new items

3.7 Original Notice and Petition against Third Party Defendant (PDF)

3.8 Original Notice & Petition for Disposition of Abandoned Property (PDF)

3.9 Original Notice and Petition for Intervention (PDF)

3.11 Appearance and Answer of Defendant (PDF)

3.12 Appearance and Answer of Third Party Defendant (PDF)

3.13 Counterclaim against Plaintiff (PDF)

3.14 Cross-Claim against a Co-Defendant (PDF)

3.16 Affidavit of Default (PDF)

3.17 Application to Condemn Funds (PDF)

3.18 Dismissal (PDF)

3.19 Notice of Garnishment (PDF)

3.20 Motion to Quash Garnishment and Request for Hearing (PDF)

3.21 Affidavit of Property Exempt from Execution (PDF)

3.22 Application for Release and Satisfaction of Judgment (PDF)

3.23 Release and Satisfaction of Judgment (PDF)

3.25 Request for General Execution (Praecipe) (PDF)

3.26 Notice of Appeal (PDF)3.27 Verification of Acct, Identification of Judgment Debtor, & Certificate - Military Service (PDF)

Workers' Compensation Forms

Agreement for Settlement Checklist (PDF)

Answer - Independent Medical Examination Petition (PDF)

Application for eFiling Exception (PDF)

Authorization to Release Medical Information (PDF)

Authorization to Release Workers' Compensation Information (PDF)

Complaint Form (PDF)

Contested Case Settlement Checklist (PDF)

Employers First Report of Injury (PDF)

Full Commutation Checklist (PDF)

Hearing Report (with Second Injury Fund)

Hearing Report (without Second Injury Fund)

Original Notice and Petition (PDF)

Partial Commutation Checklist (PDF)

Payment Activity Report (PDF)

Petition - Alternative Medical Care 85.27 (PDF)

Petition - Full Commutation 85.47 (PDF)

Petition - Independent Medical Examination 85.39 (PDF)

Petition - Partial Commutation 85.48 (PDF)

Petition - Vocational Rehabilitation 85.70(1) (PDF)

Settlement - Agreement for Settlement - 85.35(2) (PDF)

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Settlement - Compromise - 85.35(3) (PDF)

Settlement - Contingent 85.35(5) (PDF)

Shorthand Reporter Identification (PDF)

Social Security Administration Consent for Release of Information (PDF)

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Worker Comp Confidential Form (PDF)

Updated: 02/19/2020