

# Justice-Court Eviction Records

## A Louisiana court-file checklist

Babcock Injury Lawyers | Reviewed October 27, 2026

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Act immediately if a hearing or eviction is pending. The 15-day trial-de-novo period is not a 15-day right to remain in the home. Enforcement can move much sooner.

Court / parish / ward: \_\_\_\_\_

Docket: \_\_\_\_\_ Hearing / judgment date: \_\_\_\_\_

- ☐ Confirm the exact court and docket. Distinguish the landlord notice, court summons, signed judgment, and warrant for possession.
- ☐ Obtain the petition or rule, attachments, hearing notices, service returns, and case-book or docket entries.
- ☐ Request answers, motions, submitted exhibits, judgment, notice of judgment, and any existing recording or transcript.
- ☐ Obtain any warrant for possession and identify the officer handling enforcement.
- ☐ Request the fee schedule, itemized costs ledger, receipts, and the authority for each disputed charge.
- ☐ Collect any new-trial, appeal, trial-de-novo, bond, and stay papers. Filing for copies does not file an appeal or stop enforcement.
- ☐ Keep your lease, rent receipts, payment confirmations, repair requests, photographs, and correspondence for counsel.
- ☐ Seek urgent advice about the proper receiving court, deadline, express stay, required security, and delivery of any stay order.

Ordinary eviction-appeal instructions should not be applied mechanically to justice-court review. A judicial-conduct complaint cannot reverse a judgment or stop an eviction. Legal aid: Acadiana Legal Service Corporation, 1-866-275-2572; regional referrals at LouisianaLawHelp.org.

Next step / contact: \_\_\_\_\_

Deadline to confirm: \_\_\_\_\_ Reference number: \_\_\_\_\_

Notes: \_\_\_\_\_

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**Full guide, sample letter, and legal sources: [stephenbabcock.com](http://stephenbabcock.com)**

Sources: La. C.C.P. 4918, 4924-25, 4733, 4735; La. R.S. 13:2590-2590.1.