SMALL CLAIMS COMPLAINT

HAMILTON SUPERIOR COURT 4
One Hamilton County Square, Suite 292
Noblesville, Indiana 46060-2231
Telephone no. (317) 776-9612

CAUSE NO. 29D04-_____-SC-_____

Plaintiff requests service by:

☐ Sheriff of _____ County
☐ Certified mail

Plaintiff 1 _____

Plaintiff 2 _____

Address Line 1 _____

Address Line 2 _____

City _____ State ___ Zip _____

Telephone _____

If Plaintiff is represented by an attorney:

Attorney _____

Attorney Number _____

Address Line 1 _____

Address Line 2 _____

City _____ State ___ Zip _____

Telephone _____

vs.

Defendant 1 _____

Address Line 1 _____

Address Line 2 _____

City _____ State ____ Zip_____

Telephone _____

Defendant 2 _____

Address Line 1 _____

Address Line 2 _____

City _____ State ____ Zip_____

Telephone _____

CLERK'S NOTICE OF CLAIM TO DEFENDANT

You (the Defendant) have been sued by the Plaintiff whose name appears above. You must appear in Hamilton Superior Court 4 in person or by your attorney on _____ for your first hearing. The Court may enter a default judgment against you if you fail to appear. The Plaintiff's Claim is for: ☐ Note, Contract, or Account (copy attached). ☐ Other _____.

A brief statement of the nature of the Plaintiff's claim against you is as follows:_____

_____

_____

_____

_____

_____.

The Plaintiff demands judgment against the Defendant(s) for $_____, plus interest from the date of _____, 200__, at the rate of _____%, and the Court costs of this action.

Dated: _____, 200__.

_____
Plaintiff's or attorney's signature
(attorney must sign if an attorney is representing Plaintiff)

(See important information on reverse side)

IMPORTANT INFORMATION CONCERNING THIS CLAIM

1. The Plaintiff or the Defendant may represent themselves individually or be represented by an attorney. A Small Claims Litigant's Handbook is available at the offices of the Clerk or Court for each party's benefit. The Plaintiff and Defendant should bring to trial all documents in their possession or under their control concerning this claim. The Court usually does NOT conduct a contested trial on the first trial setting unless the hearing is for an eviction or, if time permits, both parties are prepared to go forward.

2. A default judgment may be entered against the Defendant if he or she fails to appear for the first hearing or trial, and if the Plaintiff fails to appear, the case will be dismissed (but the Plaintiff may re-file the claim once more).

3. If the Defendant does not wish to dispute the Plaintiff's claim, the Defendant still may wish to appear to allow the Court to establish the method for paying the judgment.

4. Any request for a continuance of the first hearing date or trial date by either party should be filed with the Court at least 5 days before the date. Forms to request a continuance are available at the Court's office. The party requesting a continuance must contact the other party regarding the request.

5. The Defendant must file any counterclaim with the Clerk in time to be mailed and received by the Plaintiff at least 7 calendar days before the trial date. The Defendant does NOT waive a claim if the Defendant does not filed it as a counterclaim. The Defendant, however, does waives the amount of the counterclaim over the jurisdictional limit by filing a counterclaim.

6. If a settlement of this claim is made out of Court, it should be in writing and signed by the Plaintiff and Defendant. Settlement forms are available at the Court's office. The settlement shall be filed with the Court and will be entered in the Small Claims Docket and shall have the same effect as a judgment of the Court.

7. The filing of a Small Claim waives the Plaintiff's right to trial by jury. The Defendant may, no later than 10 days following service of the Notice of Claim, make a demand for a trial by jury in writing, specifying that the demand is made in good faith, and supplying the affidavit required by Indiana Code 33-29-2-7. Once a jury trial request has been granted, it may not be withdrawn without consent of both parties. Both parties should then obtain attorneys. The Defendant must pay a $70 fee at the Clerk's office within 10 days after the jury request has been granted; otherwise, the Defendant gives up the right to a jury trial.

SHERIFF'S RETURN OF NOTICE OF CLAIM

I hereby certify that on the below date:

☐ I served this Notice of Claim by delivering a copy to the Defendant.

☐ I served this Notice of Claim by leaving a copy:

☐ at the dwelling or usual place of abode of Defendant;

☐ with a person of suitable age and discretion residing therein, namely_____;

☐ and by mailing a copy of the Notice of Claim to the Defendant, by first class mail, to the address listed on the Notice of Claim (date mailed if different from below: _____, 200___).

☐ I was unable to serve this Notice of Claim because _____

_____.

Dated: _____, 200__.

_____

Sheriff of _____ County

By: _____