

MONTGOMERY SUPERIOR COURT 2

Small Claim Division  
Crawfordsville, IN 47933

CAUSE NO. \_\_\_\_\_

AGAINST

\_\_\_\_\_  
NAME  
\_\_\_\_\_  
STREET ADDRESS  
\_\_\_\_\_  
CITY, STATE, ZIP  
\_\_\_\_\_  
PHONE  
SERVICE BY: CERTIFIED \_\_\_\_\_ SHERIFF \_\_\_\_\_

\_\_\_\_\_  
NAME  
\_\_\_\_\_  
NAME  
\_\_\_\_\_  
STREET ADDRESS  
\_\_\_\_\_  
CITY, STATE, ZIP  
\_\_\_\_\_  
PHONE DEFENDANT(S)

**NOTICE OF CLAIM**

TO THE DEFENDANT(S): You have been sued by the Plaintiff whose name appear above. The trial date for this lawsuit is on the \_\_\_\_\_ day of \_\_\_\_\_, at \_\_\_\_\_, \_\_\_\_\_ M.

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

Balance due on : Account (copy attached) \_\_\_\_\_; Promissory Note (copy attached) \_\_\_\_\_;  
Back Rent & Eviction \_\_\_\_\_; Wages \_\_\_\_\_; Other \_\_\_\_\_;

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
The Plaintiff seeks judgment against the Defendant(s) \$ \_\_\_\_\_, plus interest

From \_\_\_\_\_, at the rate of \_\_\_\_\_%, and the cost of this action, in the amount

Of \_\_\_\_\_.

Dated: \_\_\_\_\_

\_\_\_\_\_  
(Attorney for) Plaintiff(s)

You may appear in Court anytime before the trial and pay the claim and Court costs in full and dismiss the claim against you. If you fail to appear in Court on the date and at the time set for trial, the Plaintiff can receive a judgment for the amount claimed, plus Court costs.

If you have any counterclaim arising from the same transaction or occurrence which is the subject matter of the Plaintiff's claim you may file a statement of such claim with the Court, and send a copy to Plaintiff, at least seven (7) days prior to trial.

By filing this small claim, the Plaintiff has waived the right to a trial by jury. You have ten (10) days from receipt of this notice to file an affidavit requesting a jury trial and to pay the costs for transferring the case. You failure to do so, waives your right to trial be jury. You may represent yourself in this Court. You do not need to employ an attorney. You may, however, have an attorney represent if you wish. All corporations/partnerships/sole proprietorships must be represented by an attorney on all claims exceeding \$1,500.00

If you do not wish to dispute the claim, you may nonetheless appear for the purpose of allowing the Court to establish a method of payment. You should, however, first contact the Plaintiff or the Plaintiff's attorney and attempt to arrange payment.

If this lawsuit should require a trial before the Court, you will at the time of trial be required to appear with your witnesses and any documents required to prove your side of the case.

Manuals explaining small claims procedures are available at the office of the Clerk of Montgomery Superior Court 2.

**IF YOU CANNOT APPEAR ON THE DATE AND TIME INDICATED, CONTACT THE COURT IMMEDIATELY UPON RECEIPT OF THIS NOTICE.**