

# Form 1

| STATEMENT OF SMALL CLAIM AND NOTICE OF TRIAL |                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | For Court Use Only                      | DOCKET NO.                    | TRIAL COURT OF MASSACHUSETTS<br>SMALL CLAIMS SESSION                         |                                                                                               |  |
|----------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------|-------------------------------|------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| PART 1                                       | <input type="checkbox"/> BOSTON MUNICIPAL COURT                                                                                                                                                                                                                                                                                                                                                                                                                              | <input type="checkbox"/> DISTRICT COURT | Division                      |                                                                              | <input type="checkbox"/> HOUSING COURT                                                        | Division                                                                            |
| PART 2                                       | PLAINTIFF'S NAME, ADDRESS, ZIP CODE AND PHONE                                                                                                                                                                                                                                                                                                                                                                                                                                |                                         | PLAINTIFF'S ATTORNEY (if any) |                                                                              |                                                                                               |                                                                                     |
|                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                         | Name:                         |                                                                              |                                                                                               |                                                                                     |
|                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                         | Address:                      |                                                                              |                                                                                               |                                                                                     |
|                                              | PHONE NO:                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                         | PHONE NO:                     |                                                                              | BBO NO:                                                                                       |                                                                                     |
| PART 3                                       | DEFENDANT'S NAME, ADDRESS, ZIP CODE AND PHONE                                                                                                                                                                                                                                                                                                                                                                                                                                |                                         | ADDITIONAL DEFENDANT (if any) |                                                                              |                                                                                               |                                                                                     |
|                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                         | Name:                         |                                                                              |                                                                                               |                                                                                     |
|                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                         | Address:                      |                                                                              |                                                                                               |                                                                                     |
|                                              | PHONE NO:                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                         | PHONE NO:                     |                                                                              |                                                                                               |                                                                                     |
| PART 4                                       | <b>PLAINTIFF'S CLAIM.</b> The defendant owes \$_____ plus \$_____ court costs for the following reasons:<br>Give the date of the event that is the basis of your claim.                                                                                                                                                                                                                                                                                                      |                                         |                               |                                                                              |                                                                                               |                                                                                     |
|                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                         |                               |                                                                              |                                                                                               |                                                                                     |
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|                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                         |                               |                                                                              |                                                                                               |                                                                                     |
|                                              | SIGNATURE OF PLAINTIFF X DATE                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                         |                               |                                                                              |                                                                                               |                                                                                     |
| PART 5                                       | <b>MEDIATION:</b> Mediation of this claim may be available prior to trial if both parties agree to discuss the matter with a mediator, who will assist the parties in trying to resolve the dispute on mutually agreed to terms. The plaintiff must notify the court if he or she desires mediation; the defendant may consent to mediation on the trial date.<br><input type="checkbox"/> The plaintiff is willing to attempt to settle this claim through court mediation. |                                         |                               |                                                                              |                                                                                               |                                                                                     |
| PART 6                                       | <b>MILITARY AFFIDAVIT:</b> The plaintiff states under the pains and penalties of perjury that the:                                                                                                                                                                                                                                                                                                                                                                           |                                         |                               |                                                                              |                                                                                               |                                                                                     |
|                                              | <input type="checkbox"/> above defendant(s) is (are) not serving in the military and at present live(s) or work(s) at the above address.                                                                                                                                                                                                                                                                                                                                     |                                         |                               | <input type="checkbox"/> above defendant(s) is (are) serving in the military |                                                                                               |                                                                                     |
|                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                         |                               | X SIGNATURE OF PLAINTIFF DATE                                                |                                                                                               |                                                                                     |
| NOTICE OF TRIAL                              | <b>NOTICE TO PLAINTIFF:</b><br>You have sued the above defendant in Small Claims Court. You are directed to appear for trial of this matter on the date and time noted to the right.<br>You should call the court prior to the hearing date to learn whether the defendant's notice of trial was delivered and whether the defendant has filed an answer.<br><b>SEE ADDITIONAL INSTRUCTIONS ON THE BACK OF THIS FORM</b>                                                     |                                         | NAME AND ADDRESS OF COURT     |                                                                              | BOTH THE PLAINTIFF AND THE DEFENDANT MUST APPEAR AT THIS COURT ON THE DATE AND TIME SPECIFIED | <b>COURT USE ONLY</b>                                                               |
|                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                         | DATE AND TIME OF TRIAL        |                                                                              |                                                                                               |                                                                                     |
|                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                         | DATE AT TIME                  |                                                                              |                                                                                               |                                                                                     |
| FIRST JUSTICE                                | CLERK/MAGISTRATE OR DESIGNEE                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                         | BBOA NO.                      |                                                                              |                                                                                               |                                                                                     |

INSTRUCTIONS FOR FILING A SMALL CLAIM — You must complete Parts 1-6 of this form. See instructions on reverse.  
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# Small Claims Court Kit

**M Woodhall**



## Small Claims Court Kit:

Small Claims Kit E-Z Legal Forms Inc,1995-07-01      *Credit and Collections Kit For Dummies* Steven Harms,Aaron Larson,2009-07-31 A breakthrough title explaining effective cost efficient collection methods In a down economy the demand for a successful credit and collection game plan increases Credit Collections Kit For Dummies is a comprehensive guide for people involved in collection activities with accounts clients helping readers approach the often difficult task of collecting from late slow paying customers as well as determining when and if to extend credit to questionable ones It gives readers the expert information and tools designed to ensure that their collection methods are both effective and legal The book s attached CD includes helpful scripts forms letters templates and spreadsheets to help readers work efficiently and effectively Note CD ROM DVD and other supplementary materials are not included as part of eBook file      *Do-it-yourself Small Claims Court Kit* S.J.T. Enterprises (Firm),2002      **Small Claims Court Step-by-step** Ted Rothstein,1997 How to win a judgment and collect on it what to expect when you file a claim confronting a counterclaim and appealing a decision applies to residents of New York New Jersey and Connecticut Cover      *How to Win in Small Claims Court in California* Royce Orleans Hurst,Mark Warda,1998 With the information forms and instructions in this book anyone with a claim under 5 000 can bring their own lawsuit to California s Small Claims Court This book discusses such matters as filing a case defending a lawsuit settling presenting a case expert witnesses the rules of evidence collecting a judgment and countersuing and cross claiming against a third party      **Everybody's Guide to Small Claims Court** Ralph E. Warner,2003      *How to Win in Small Claims Court in Texas* William Robert Brown,Mark Warda,2000 How to win in small claims court in Texas simplifies and thoroughly explains everything you need to know to successfully handle your own small claims case whether you are the plaintiff or defendant      *Customs Courts Act of 1979, S. 1654* United States. Congress. Senate. Committee on the Judiciary. Subcommittee on Improvements in Judicial Machinery,1980      *How to Win in Small Claims Court in Florida* Mark Warda Warda,2002-06-01 Simplifies and thoroughly explains how to successfully handle your small claims case in a Florida court

Don't Worry, be Nappy! Jeffery Bradley,2001 This manual is both educational and instructive A practical guide for maintaining and living with dreadlocks a hairstyle that most in American society consider impractical This book is full of good advice and even contains helpful diagrams I am buying a copy for a friend      **How to Win in Small Claims Court in New York** James L. Rogers,Mark Warda,2002 Explains everything you need to successfully handle your case in a New York small claims court      **Customs Courts Act of 1980** United States. Congress. House. Committee on the Judiciary. Subcommittee on Monopolies and Commercial Law,1980      Stand Up to the IRS Frederick W. Daily,2024-01-30 The book the IRS doesn't want you to read The Internal Revenue Service can wreak havoc on your life But now you can confront America's most intimidating government agency with confidence Packed with practical information and advice Stand Up to the IRS reveals the tactics of the IRS and how to deal with them Turn to Stand Up to the IRS when you need help defending your deductions

filing a late return working out a long term payment plan stopping collection efforts avoiding property seizures determining if bankruptcy offers a solution learning what to say when you face an auditor and appealing an auditor s decision      **Certain**

**Tariff and Trade Bills** United States. Congress. House. Committee on Ways and Means. Subcommittee on Trade,1980

The Landlord's Legal Guide in Texas Traci Truly,2003 This book is essential for every Texas landlord To be a successful profitable landlord you must be prepared to deal with common problems that may arise during and after each tenancy The Landlord s Legal Guide in Texas discusses how to avoid issues that may strain this relationship including security deposits general maintenance and collecting unpaid rent Written by an accomplished attorney this legal guide will ease the stress and reduce the time needed to perform these duties by explaining the landlord s rights in easy to understand language      *Cages* Peg Kehret,2001-06-25 Kit never means to steal the bracelet it is just a dumb mistake But when she is caught Kit is

sentenced to twenty hours of volunteer work at the humane society Kit knows how it feels to be stuck in a cage like those animals and soon she begins to learn that the key to her own cage is right in front of her Readers will relate to Kit s anguish and her spirit and courage Booklist      3/4-inch Videocassettes ,1980      *The Most Valuable Corporate Forms You'll Ever Need* James C. Ray,1995 Using the right legal forms can add to your profits and help you avoid legal problems This book provides businesses with the many and varied legal forms they will need to run their business They are so simple and standard you will wonder why anyone would pay a lawyer to fill them out      Dispute Resolution Act United States. Congress. House. Committee on the Judiciary. Subcommittee on Courts, Civil Liberties, and the Administration of Justice,1978      **How to Win in Small Claims Court in Florida** Mark Warda,1989-01-01

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## **Table of Contents Small Claims Court Kit**

1. Understanding the eBook Small Claims Court Kit
  - The Rise of Digital Reading Small Claims Court Kit
  - Advantages of eBooks Over Traditional Books
2. Identifying Small Claims Court Kit
  - Exploring Different Genres
  - Considering Fiction vs. Non-Fiction
  - Determining Your Reading Goals
3. Choosing the Right eBook Platform
  - Popular eBook Platforms
  - Features to Look for in an Small Claims Court Kit
  - User-Friendly Interface
4. Exploring eBook Recommendations from Small Claims Court Kit
  - Personalized Recommendations
  - Small Claims Court Kit User Reviews and Ratings
  - Small Claims Court Kit and Bestseller Lists

5. Accessing Small Claims Court Kit Free and Paid eBooks
  - Small Claims Court Kit Public Domain eBooks
  - Small Claims Court Kit eBook Subscription Services
  - Small Claims Court Kit Budget-Friendly Options
6. Navigating Small Claims Court Kit eBook Formats
  - ePub, PDF, MOBI, and More
  - Small Claims Court Kit Compatibility with Devices
  - Small Claims Court Kit Enhanced eBook Features
7. Enhancing Your Reading Experience
  - Adjustable Fonts and Text Sizes of Small Claims Court Kit
  - Highlighting and Note-Taking Small Claims Court Kit
  - Interactive Elements Small Claims Court Kit
8. Staying Engaged with Small Claims Court Kit
  - Joining Online Reading Communities
  - Participating in Virtual Book Clubs
  - Following Authors and Publishers Small Claims Court Kit
9. Balancing eBooks and Physical Books Small Claims Court Kit
  - Benefits of a Digital Library
  - Creating a Diverse Reading Collection Small Claims Court Kit
10. Overcoming Reading Challenges
  - Dealing with Digital Eye Strain
  - Minimizing Distractions
  - Managing Screen Time
11. Cultivating a Reading Routine Small Claims Court Kit
  - Setting Reading Goals Small Claims Court Kit
  - Carving Out Dedicated Reading Time
12. Sourcing Reliable Information of Small Claims Court Kit
  - Fact-Checking eBook Content of Small Claims Court Kit
  - Distinguishing Credible Sources
13. Promoting Lifelong Learning

- Utilizing eBooks for Skill Development
  - Exploring Educational eBooks
14. Embracing eBook Trends
- Integration of Multimedia Elements
  - Interactive and Gamified eBooks

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