

IN THE CIRCUIT COURT OF THE STATE OF OREGON
FOR THE COUNTY OF _____
Small Claims Department

Plaintiff
(Inmate SID #, if applicable, _____)
v.

Case No:

**SMALL CLAIM AND
NOTICE OF SMALL CLAIM**

Filing fee at ORS 46.570

- Subject to UTCR 5.180(3)
- Subject to ORS 646A.670(1) and UTCR 5.180(2)

PLAINTIFF (Additional on attached page)

DEFENDANT (Additional on attached page)

Name

Name (enter Registered Agent, if necessary, on next page)

Street

Street (do not use a P.O. Box)

City / State / Zip

City / State / Zip

Phone County

Phone County

➤ I need an interpreter: Spanish ASL other:

I, Plaintiff, claim that on or about (date) _____, the above-named defendants owed me the sum of (or property valued at) \$ _____ because _____

_____, and this amount is still due.

I have paid (or will pay):

filings fees of \$

and service costs of \$

Claim	\$	_____
+ Fees	\$	_____
+ Costs	\$	_____
TOTAL \$		_____

DECLARATION OF GOOD FAITH EFFORT

I, Plaintiff, have made a good faith effort to collect this claim from the defendants before filing this claim with the court clerk.

(Describe your efforts): _____

If this case is subject to ORS 646A.670(1) (see the box at the top of page 1)
See the Oregon Judicial Department website for information about debt collection cases:
www.courts.oregon.gov/debtcollection

I have complied with ORS 646A.670(1) and UTCR 5.180. A completed *Consumer Debt Collection Disclosure Statement* is attached and incorporated into this pleading as required by UTCR 5.180(2)(iii).

I hereby declare that the above statements are true to the best of my knowledge and belief. I understand they are made for use in court and I am subject to penalty for perjury.

Date

Plaintiff Signature

Email

Plaintiff Name (print)

DEFENDANT'S REGISTERED AGENT:

Name

Street (do not use a P.O. Box)

City / State / Zip

Phone

County

NOTICE TO DEFENDANT:
READ THESE PAPERS CAREFULLY!

Within **30 DAYS*** after receiving this notice you **MUST** do **ONE** of the following things in writing:

- Pay the claim plus filing fees and service expenses paid by plaintiff (send payment directly to the plaintiff, not to the court) **OR**
- Demand a hearing and pay the fee required (below) **OR**
- Demand a jury trial and pay the fee required (below). This option is available **only** if amount claimed (including prejudgment interest, fees, and costs) is more than \$750

If you fail to do one of the above within **30 DAYS*** after you get this notice, the plaintiff may ask the court to enter a judgment against you. The judgment will be for the amount of the claim, plus filing fees and service costs paid by the plaintiff, plus a prevailing party fee. If you are not able to respond in time because you are in active military service of the United States, talk to a legal advisor about the Servicemembers Civil Relief Act.

COURT NAME / ADDRESS / PHONE #

>
>
>

Defendant's Filing Fees (must be filled in by the PLAINTIFF):

(1) To demand a hearing if the amount claimed is \$2,500 or less	\$ _____
(2) To demand a hearing if the amount claimed is more than \$2,500	\$ _____
(3) To demand a jury trial (only if amount claimed is over \$750)	\$ _____

You can fill out and file your *Response* online at www.courts.oregon.gov/iforms. If you have questions about filing procedures, go to www.courts.oregon.gov. Or you may contact the court clerk. The clerk *cannot* give you legal advice about the claim.