

KING COUNTY DISTRICT COURT  
STATE OF WASHINGTON - SEATTLE DIVISION  
E-327 KING COUNTY COURTHOUSE - 516 THIRD AVENUE  
SEATTLE WA 98104 phone (206) 296-3551

IMPORTANT: YOU MUST EITHER TYPE THIS FORM  
OR PRINT CLEARLY (PRESS HARD)

**NOTICE OF SMALL CLAIM**

**SMALL CLAIM NO.** \_\_\_\_\_

PLAINTIFF (last name, first name, middle initial OR company name) \_\_\_\_\_

PLAINTIFF (last name, first name, middle initial OR company name) \_\_\_\_\_

ADDRESS (no PO box numbers allowed) \_\_\_\_\_

ADDRESS (no PO box numbers allowed) \_\_\_\_\_

CITY \_\_\_\_\_ ZIP \_\_\_\_\_

CITY \_\_\_\_\_ ZIP \_\_\_\_\_

PHONE (HOME) \_\_\_\_\_ PHONE (WORK) \_\_\_\_\_

PHONE (HOME) \_\_\_\_\_ PHONE (WORK) \_\_\_\_\_

VS.

DEFENDANT (last name, first name, middle initial OR company name) \_\_\_\_\_

DEFENDANT (last name, first name, middle initial OR company name) \_\_\_\_\_

ADDRESS (no PO box numbers allowed) \_\_\_\_\_

ADDRESS (no PO box numbers allowed) \_\_\_\_\_

CITY \_\_\_\_\_ ZIP \_\_\_\_\_

CITY \_\_\_\_\_ ZIP \_\_\_\_\_

PHONE (HOME) \_\_\_\_\_ PHONE (WORK) \_\_\_\_\_

PHONE (HOME) \_\_\_\_\_ PHONE (WORK) \_\_\_\_\_

\_\_\_\_\_ AT \_\_\_\_\_ IN ROOM E- \_\_\_\_\_  
TRIAL DATE TIME (THIRD FLOOR)

YOU, THE ABOVE NAMED DEFENDANT, ARE HEREBY DIRECTED TO APPEAR PERSONALLY IN THE KING COUNTY DISTRICT COURT, SEATTLE DIVISION, 516 THIRD AVENUE, SEATTLE, ON THE ABOVE-NOTED DATE AT THE TIME AND LOCATION SPECIFIED. YOU MUST BE READY FOR TRIAL AND HAVE WITH YOU, THEN AND THERE, ALL BOOKS, PAPERS, AND WITNESSES NEEDED BY YOU TO ESTABLISH YOUR DEFENSE TO THE CLAIM.

YOU ARE FURTHER NOTIFIED THAT, IN CASE YOU DO NOT SO APPEAR, JUDGMENT WILL BE RENDERED AGAINST YOU FOR THE AMOUNT OF THE CLAIM AS STATED HEREIN BELOW, AND IN ADDITION, COSTS OF FILING AND COSTS OF SERVICE OF THIS NOTICE. FOR FURTHER INSTRUCTIONS PLEASE REFER TO THE REVERSE SIDE OF THIS FORM.

(ACCOMMODATIONS ARE AVAILABLE TO PEOPLE WITH DISABILITIES UPON REQUEST)

\_\_\_\_\_ DATE ISSUED \_\_\_\_\_ JUDGE / CLERK \_\_\_\_\_

STATE OF WASHINGTON, COUNTY OF KING CLAIM

\_\_\_\_\_, Plaintiff above named, deposes and says Defendant named above owes to the Plaintiff the sum of \$ \_\_\_\_\_ (Total amount owing, not including filing and service fees - cannot be more than \$4000), which became due or owing on \_\_\_\_\_ (date).

The amount owing is for: Auto Damages - Accident Only  Date of Accident: \_\_\_\_\_  
 Wages  Rent  Damage Deposit  Loan  Goods & Services  Property Damage  Other

Describe the Nature of your claim \_\_\_\_\_

I certify under penalty of perjury under the Laws of the State of Washington that the statements in this form are true and correct.

DATED \_\_\_\_\_ PLAINTIFF \_\_\_\_\_

Place signed \_\_\_\_\_ (city and state) \_\_\_\_\_ COURT CLERK \_\_\_\_\_