

SMALL CLAIM COMPLAINT

_____, PLAINTIFF
PLAINTIFF'S NAME

MOUNT VERNON MUNICIPAL COURT

KNOX COUNTY

PLAINTIFF'S STREET ADDRESS

MOUNT VERNON, OHIO

PLAINTIFF'S CITY STATE ZIP

TELEPHONE NUMBER

CASE NO. _____

_____, DEFENDANT

DEFENDANT'S NAME

DEFENDANT'S STREET ADDRESS

DEFENDANT'S CITY STATE ZIP

TO THE CLERK: Please take notice that a claim is hereby filed against the above defendant(s) and request that he (they) be summoned to appear in Court to answer same.

STATEMENT OF CLAIM

ACCOUNT – EXHIBIT "A" ATTACHED AND MADE A PART HEREOF WAGES _____

OTHER _____

Wherefore plaintiff prays judgment against defendant in the sum of \$ _____, plus interest from the _____ day of _____, 20____, at the rate of _____ % and costs.

STATE OF OHIO, COUNTY OF _____ } ss. **AFFIDAVIT OF COMPLAINANT'S CLAIM**

_____, being first duly sworn, on oath states that _____ the Plaintiff in the above entitled cause; that the said cause is for the payment of money that the nature of plaintiff's demand is as stated, and that there is due to plaintiff from the defendant the amount stated above; defendant(s) (is are) not now in the military or naval service of the United States.

Subscribed and sworn to before me this _____ day of _____, 20____

Clerk, Deputy Clerk, Notary Public

NOTICE AND SUMMONS IN ACTION FOR MONEY ONLY

To: (1) _____ Defendant (2) _____ Defendant

Street and Number

Street Number

City, State, Zip

City, State, Zip

_____ ask(s) judgment in this court against you for _____ dollars (\$ _____), plus interest from the _____ day of _____, 20____ at the rate of _____ % and costs, upon the following claim: _____

The court will hold trial on this claim in the Small Claims Division located at 5 NORTH GAY STREET, 3rd FLOOR, MOUNT VERNON MUNICIPAL COURT, Mount Vernon, Ohio at 9:30 o'clock A.M. on Monday the _____ day of _____, 2014.

If you do not appear at the trial, judgment may be entered against you by default, and your earnings may be subjected to garnishment or your property may be attached to satisfy said judgment. If your defense is supported by witnesses, account books, receipts, or other documents, you must produce them at the trial. Subpoenas for witnesses, if requested by a party, will be issued by the clerk.

If you admit the claim but desire time to pay, you may make such a request at the trial.

Clerk – Deputy Clerk, Small Claims Division