

COMPLETE THIS ENTIRE FORM

CLAIM INFORMATION WORK SHEET

RHINEBECK TOWN JUSTICE COURT  
DUTCHESS COUNTY

SMALL CLAIMS PART

\_\_\_\_\_ PLAINTIFF(S)

ADDRESS \_\_\_\_\_

DAYTIME PHONE # \_\_\_\_\_

\_\_\_\_\_ DEFENDANT(S)

ADDRESS \_\_\_\_\_

DAYTIME PHONE # \_\_\_\_\_

BRIEFLY STATE THE REASON YOU ARE SUING, THE DOLLAR AMOUNT AND PARTICULARS OF YOUR CLAIM. JURISDICTION IS UP TO \$3,000.00.

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PLEASE NOTE: If you are suing for money damages, you must provide the court with a paid receipted bill, or two (2) estimates for replacement value to be able to prove your damages. If you have an expert witness to testify to the value, he/she must be present to testify at your trial.

See page 8 in your manual under SUBPOENAS.

I have read these instructions and understand the notation concerning damages.

\$10.00 for up to \$1,000., \$15.00 for up to \$3,000.00 to File

\_\_\_\_\_  
Plaintiff's signature

Dated: \_\_\_\_\_ 20 \_\_\_\_\_