

PLEASE PRINT LEGIBLY – this is a legal document

CAUSE NUMBER: _____

Plaintiff (s) _____

Address: _____

City State Zip Phone

vs.

Defendant (s) _____

Address: _____

City State Zip County

**A SMALL CLAIMS SUIT
IN THE JUSTICE COURT**

PRECINCT FOUR

COLLIN COUNTY, TEXAS

Defendant(s) Information (if known):

Date of Birth: _____

Last 3 digits of DL: _____

Phone Number: _____

A Registered Agent must be served if the Defendant is a Corporation:

Name: _____

To be served at: _____

PLAINTIFF’S ORIGINAL PETITION

COMES NOW the above styled plaintiff being duly sworn, on his oath deposes that the above styled defendant:

- Is justly indebted to the plaintiff in the sum of \$_____ (NOT INCLUDING COURT COST)
- Has failed to relinquish possession of Plaintiff’s personal property, described and valued below;
- Additionally, plaintiff seeks: _____

This suit involves relief **within the jurisdiction** of this court, the total amount excluding court costs and statutory interest is an amount less than \$10,000 and any discovery to be conducted under direction of the Judge.

Plaintiff’s claim is based upon the following: _____

Plaintiff’s Signature

Plaintiff’s e-mail address

Plaintiff consents to the use of this email for service/delivery of pleadings

THAT plaintiff reserves the right to plead further orally upon trial of this matter.

SUBSCRIBED AND SWORN before me this the _____ day of _____, _____.

By: _____
Clerk of the Court or Notary Public

JUSTICE COURT CIVIL CASE INFORMATION SHEET (4/13)

CAUSE NUMBER (FOR CLERK USE ONLY): _____

STYLED _____
 (e.g., John Smith v. All American Insurance Co; In re Mary Ann Jones; In the Matter of the Estate of George Jackson)

A civil case information sheet must be completed and submitted when an original petition is filed to initiate a new suit. The information should be the best available at the time of filing. This sheet, required by Rule of Civil Procedure 502, is intended to collect information that will be used for statistical purposes only. It neither replaces nor supplements the filings or service of pleading or other documents as required by law or rule. The sheet does not constitute a discovery request, response, or supplementation, and it is not admissible at trial.

1. Contact information for person completing case information sheet:		2. Names of parties in case:
Name: _____	Telephone: _____	Plaintiff(s): _____ _____ Defendant(s): _____ _____ _____ [Attach additional page as necessary to list all parties]
Address: _____	Fax: _____	
City/State/Zip: _____	State Bar No: _____	
Email: _____		
Signature: _____		
3. Indicate case type, or identify the most important issue in the case (select only 1):		
<input type="checkbox"/> Debt Claim: A debt claim case is a lawsuit brought to recover a debt by an assignee of a claim, a debt collector or collection agency, a financial institution, or a person or entity primarily engaged in the business of lending money at interest. The claim can be for no more than \$10,000, excluding statutory interest and court costs but including attorney fees, if any.	<input type="checkbox"/> Eviction: An eviction case is a lawsuit brought to recover possession of real property, often by a landlord against a tenant. A claim for rent may be joined with an eviction case if the amount of rent due and unpaid is not more than \$10,000, excluding statutory interest and court costs but including attorney fees, if any.	
<input type="checkbox"/> Repair and Remedy: A repair and remedy case is a lawsuit filed by a residential tenant under Chapter 92, Subchapter B of the Texas Property Code to enforce the landlord's duty to repair or remedy a condition materially affecting the physical health or safety of an ordinary tenant. The relief sought can be for no more than \$10,000, excluding statutory interest and court costs but including attorney fees, if any.	<input type="checkbox"/> Small Claims: A small claims case is a lawsuit brought for the recovery of money damages, civil penalties, personal property, or other relief allowed by law. The claim can be for no more than \$10,000, excluding statutory interest and court costs but including attorney fees, if any.	

AFFIDAVIT OF MILITARY STATUS OF DEFENDANT(S)

CAUSE NUMBER: _____

_____	PLAINTIFF	§	IN THE JUSTICE COURT
VS.		§	PRECINCT ____
_____	DEFENDANT	§	COLLIN COUNTY, TEXAS

My name is [please print] _____.

I am [check one] the plaintiff or an authorized agent of the plaintiff in the case described above. I am capable of making this affidavit. I have been duly sworn on oath and the facts in this affidavit are within my personal knowledge and are true and correct.

[check or fill in as applicable]

1. No defendant in this case is on active duty in the U.S. military (Army, Navy, Air Force, Marines or Coast Guard). The facts on which I base my conclusion are as follows: _____

2. Defendant [insert name(s)] _____ is on active duty in the U.S. military.

3. Defendant [insert name(s)] _____ has been deployed by the U.S. military to a foreign country.

4. Plaintiff and the undersigned (if the undersigned is acting agent of plaintiff) are not able to determine whether any defendant is in the U.S. military – except for any defendant named in 2 above.

5. Plaintiff and the undersigned (if the undersigned is acting as an agent of plaintiff) are not able to determine whether any defendant who is in the U.S. military has been deployed to a foreign country – except for any defendant named in 3 above.

6. Defendant [insert name(s)] _____ has signed, while on active duty, a **separate written waiver** of his or her rights under the U.S. Servicemembers Civil Relief Act of 2003.

Affiant

Sworn to and subscribed before me on this the ____ day of _____, 20____.

(Judge) (Clerk)
Justice Court, Precinct ____
Collin County, Texas

Notary Public in and for the State of Texas

CIVIL SERVICE INSTRUCTIONS

IF SERVICE OF CITATION WILL BE PERFORMED
OUTSIDE OF COLLIN COUNTY OR BY A PRIVATE SERVICE
PROCESSOR, YOU MUST PROVIDE THE FOLLOWING
INFORMATION:

*If in Collin County please fill in Constables Office that will be
serving the citation.*

NAME OF LAW ENFORCEMENT AGENCY/OFFICE WHO
WILL SERVE ADDRESS OF DEFENDANT:

ADDRESS OF LAW ENFORCEMENT AGENCY/OFFICE:

PHONE NUMBER OF LAW ENFORCEMENT
AGENCY/OFFICE: _____

FEE FOR SERVING CIVIL CITATION: _____

PAID BY CHECK, MONEY ORDER, CASHIER'S CHECK
VISA, MASTERCARD