

VILLAGE OF SPRINGVILLE JUSTICE COURT
SMALL CLAIMS COURT APPLICATION

- Small Claims Court is an informal court procedure wherein an individual can sue for relief without attorney representation.
- Claims are for money only. The Court cannot order return of property, nor can the Court order a party to fix damages or fulfill promises.
- The maximum dollar amount of a suit before a Town or Village Court is \$3,000.00.
- The person filing the claim must be at least 18 years of age. If younger, a parent or legal guardian may bring the claim on their behalf.
- Filing fees are \$10.00 for claims up to and including \$1,000.00, and \$15.00 for claims between \$1,001.00 and \$3,000.00.
- The party you are suing must reside within the Village of Springville, or have an established office for the transaction of business or regular employment within the Village of Springville.
- The Court will set the date for the hearing, and will notice all parties. The date will be at least 22 days, but not more than 45 days, from the date of filing to allow for proper notification of the defendant.

Please complete the information below to begin your Small Claim Case:

Plaintiff information (person filing claim):

Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone: _____

Defendant information (person/entity being sued):

Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone: _____

Amount of claim: \$ _____

Briefly describe the nature of the complaint: _____

Sworn this ____ day of _____, 20____ By: _____

Signature of Plaintiff filing claim