IN THE JUSTICE COURT OF INCLINE VILLAGE-CRYSTAL BAY TOWNSHIP Washoe County, Nevada	Case No. _____
Name of Plaintiff(s)/Counterdefendant	Department No. _____
VERSUS	**SMALL CLAIMS MEMORANDUM OF COSTS AND DISBURSEMENTS**
Name of Defendant(s)/Counterplaintiff	**Filed By:** ☐ Plaintiff ☐ Counterplaintiff

Court Filing Fee (not including e-filing or convenience fees)…….. $ _____

Demand Letter Certified Mailing Cost…….. $ _____

Cost for Service to Defendant(s) or Counterdefendant(s)--Attach invoice as subsequent page $ _____

E-Filing and Convenience Fees charged by E-Filing Vendor…….. $ _____

Additional Costs: Please explain the reason for the cost and value. Attach invoice(s) as subsequent pages.

Reason: …….. $ _____

Reason: …….. $ _____

Reason: …….. $ _____

TOTAL $ _____

STATE OF NEVADA)
) ss.
COUNTY OF WASHOE)

(Insert Name of Affiant) _____, being duly sworn (or) under penalty of perjury, states: that Affiant is the ☐ Attorney for _____ ☐ Self-Represented and has personal knowledge of the above costs and disbursements expended; that the items contained in the above Memorandum are true and correct to the best of this Affiant's knowledge and belief; and that the said disbursements have been necessarily incurred and paid in this action.

* *

Signature _____ *Dated* _____

Print Name _____ *Attorney for* _____

You MUST have this affidavit notarized *(block on the left)* or sign the unsworn declaration per NRS 53.045 *(block on the right)*:

SUBSCRIBED AND SWORN to before me this

____day of _____, 20___.

NOTARY PUBLIC in and for the

County of _____ State of _____.

OR UNSWORN DECLARATION: Per NRS 53.045

"I declare under penalty of perjury under the law of the State of Nevada that the foregoing is true and correct."

(Signature): _____

(Typed or printed name): _____

(Date): _____