

JUSTICE / MUNICIPAL CIVIL COURT COVER SHEET

Court _____

Case No. _____

(Assigned by Clerk's Office)

Interpreter Needed: No Yes

Language: _____

I. Party Information *(provide both home and mailing addresses if different)*

Plaintiff(s) (name/address/phone):	Defendant(s) (name/address/phone):
E-mail Address:	E-mail Address:
Attorney (name/address/phone):	Attorney (name/address/phone):
Law Firm/Bar#	Law Firm/Bar#
E-mail Address:	E-mail Address:

II. Nature of Controversy *(please select the one most applicable filing type below)*

Civil Case Filing Types

Real Property	Torts	Protection Orders
<p>Real Property</p> <input type="checkbox"/> Landlord/Tenant (Summary Eviction)	<p>Negligence</p> <input type="checkbox"/> Auto <input type="checkbox"/> Premises Liability <input type="checkbox"/> Other Negligence	<p>Protection Order</p> <input type="checkbox"/> Request for Dom. Viol. Protective Order <input type="checkbox"/> Request for Protection Order (Non-DV) <input type="checkbox"/> Sexual Assault Related <input type="checkbox"/> Request for High Risk Protective Order
<input type="checkbox"/> Unlawful Detainer Complaint (Writs of Restitution)	<p>Other Torts</p> <input type="checkbox"/> Intentional Misconduct <input type="checkbox"/> Other Torts	<p>Protection Order- Extension Request</p> <input type="checkbox"/> Request for Extended Dom. Viol. Protective Order <input type="checkbox"/> Request for Extended Protective Order (Non-DV) <input type="checkbox"/> Request for Extended High Risk Protective Order
<input type="checkbox"/> Other Real Property		
Contract Case	Other Civil Filings	
<p>Seller Plaintiff (Debt Collection)</p> <input type="checkbox"/> Credit Card Collection <input type="checkbox"/> Payday Loan Collection <input type="checkbox"/> Debt Collection Agency <input type="checkbox"/> Other Debt Collection	<p>Other Civil Filing</p> <input type="checkbox"/> Contested Liens Case <input type="checkbox"/> District Court Order to Seal Records <input type="checkbox"/> Petition to Seal Records <input type="checkbox"/> Other Civil Matters	
<p>Other Contract Case</p> <input type="checkbox"/> Contract Buyer Plaintiff <input type="checkbox"/> Other Contract Case		

_____ Date

_____ Signature of initiating party or representative

Civil Case Filing Types - Definitions:

Landlord/Tenant (Summary Eviction): A case for exclusion of a tenant for default of rent or other deficiency following as in NRS 40.253 and 40.254. These are eviction cases where a landlord cannot get a money judgment.

Unlawful Detainer Complaint (Writs of Restitution): A case involving a formal complaint alleging the occupant's right to possess a property has been terminated after the foreclosure or sale of a property. This category includes evictions of commercial tenants on any basis other than nonpayment of rent.

Other Real Property: A case involving disputes of real property that does not fit within the definitions of Landlord/Tenant or Unlawful Detainer Complaint.

Credit Card Collection: A debt collection case where the petitioner is a credit card company.

Payday Loan Collection: A debt collection case where the petitioner is a payday loan company.

Debt Collection Agency: A debt collection case where the petitioner is a debt collection agency.

Other Debt Collection: A debt collection case that does not fit within the definitions of any other debt collection case category. This category includes tax collection cases.

Contract Buyer Plaintiff: A contract case (expressed or implied) involving a buyer of goods or services alleging that a seller of goods or services has failed to either deliver said goods or services or honor a warranty.

Other Contract Case: A contract case (expressed or implied) that does not fit within the definitions of a Contract Buyer Plaintiff case.

Auto: A negligence case resulting from personal injury, property damage, or wrongful death arising out of a party's alleged negligent operation of a motor vehicle.

Premises Liability: A negligence case involving liability resulting from alleged negligence on property that results in damages or injuries to persons or property occupying said property.

Other Negligence: A negligence case that does not fit within the definitions of Auto negligence or Premises Liability.

Intentional Misconduct: A case involving issues of an alleged intentional misconduct. Examples include assault, battery, fraud, punitive damages, defamation, libel, and slander.

Other Torts: A case that does not fit within the definitions of any other negligence case type or Intentional Misconduct.

Contested Liens Case: A case that contests the validity of liens, or requests the enforcement of liens. Examples include the enforcement of mechanics' liens (NRS 108.239) and liens of owners of storage facilities, or to contest the validity of liens on mobile and manufactured homes.

District Court Order to Seal Records: An order from the District Court to the Justice or Municipal Court which directs the Justice or Municipal Court to seal their records. Original Petitions to Seal Records should be counted in the Petition to Seal Records case type

Petition to Seal Records: A case that involves a request to seal records of a previous court case or other matters under the court's jurisdiction. Orders by the district courts to seal records should be counted in the District Court Order to Seal Records case type.

Other Civil Matters: A case that involves a matter that does not fit within the definitions of any other civil case category. This includes "Confessions of Judgment."

Request for Domestic Violence Protective Order: A protection order application for a temporary order for protection from a person who has committed or may commit an act of domestic violence (including battery). (Refer to NRS 33.020, 33.030, 33.080, 33.100, and 200.481.)

Request for Protective Order (Non-Domestic Violence): A protection order application for a temporary order for protection from a person who has or may commit an act of harassment, stalking, or threat to life not related to domestic violence or sexual assault.

Sexual Assault Related Protective Orders: A protection order application for an order for protection against a person who has or may commit an act related to sexual assault. (Refer to NRS 193.166 and 200.378).

Requests for High Risk Protective Orders: A protection order case for a temporary order for protection against high risk behavior; that alleges a person poses an imminent risk of causing personal injury by possessing, controlling, or purchasing a firearm or other deadly weapon (within the immediately preceding 6 months), engaged in an act of high risk behavior, and that less restrictive options have been exhausted or are not effective (Refer to NRS 33.500-33.670.)

Requests for Extended Domestic Violence Protective Orders: A protection order case involving a request for an extended order for protection against domestic violence (including battery). (Refer to NRS 33.020, 33.030, 33.080, 33.100, and 200.481.)

Requests for Extended Protective Orders (Non- Domestic Violence): A protection order case involving a request for an extended order for protection against harassment, stalking, or threat to life not related to domestic violence.

Requests for Extended High Risk Protective Orders: A protection order case involving a request for an extended order for protection from high risk behavior.

IN THE JUSTICE COURT OF INCLINE VILLAGE- CRYSTAL BAY TOWNSHIP Washoe County, Nevada		Case No. _____
Name and Address of <u>Defendant / Counterplaintiff</u> :		Department No. _____
		SMALL CLAIMS COUNTERCLAIM
Counterplaintiff's Email Address:		
Counterplaintiff's Telephone Number:		
VERSUS		
Name and Address of <u>Plaintiff(s) / Counterdefendant(s)</u> :		

STATE OF NEVADA)
COUNTY OF WASHOE)

I, (insert your name) _____, being first duly sworn, depose and say: That the
Counterdefendant is indebted to the Counterplaintiff in the sum of \$ _____; that the reason for this indebtedness is:

_____;

that the Justice Court of Incline Village-Crystal Bay Township, in the County of Washoe, State of Nevada, is the proper venue for this action pursuant to NRS 73.010. I declare under penalty of perjury under the laws of the State of Nevada that the foregoing is true and correct.

Signature of Affiant _____ Dated _____
Print Name _____ Attorney for _____

ORDER TO APPEAR

NOTICE: YOU HAVE BEEN SUED. THE COURT MAY ENTER A JUDGMENT AGAINST YOU WITHOUT YOUR PRESENCE UNLESS YOU APPEAR AT THE TRIAL ON THE FOLLOWING DATE:.

TRIAL DATE: _____ TRIAL TIME: _____ LOCATION:

**855 ALDER AVENUE
INCLINE VILLAGE, NV 89451**

Any Evidence, including receipts, pictures or documents that are necessary to prove your case MUST be brought to trial. Please bring copies for Court to keep and for the opposing party. Any witnesses should appear with you at the time of trial. Those wishing to appear by alternative means should submit a request no later than two (2) judicial days prior to your Trial.

WASHOE COUNTY SHERIFF'S OFFICE
CIVIL SECTION



INSTRUCTIONS FOR SERVICE

PLEASE FILL OUT COMPLETELY
CONFIDENTIAL FORM

Person Being Served Information

Last Name First Name Middle Name Date of Birth

Current Address: _____ Phone Numbers: _____ Need Interpreter: _____
Home: _____ Yes No
Street Address (No PO Boxes) _____ Cell: _____ Language: _____
Other: _____

City: _____ State: _____ Zip: _____ Other: _____

Animals: Yes No Are animals aggressive? Yes No Types of Animals: _____

Vehicle Make and Model: _____ Vehicle Color _____

Employer Information

Employer Name: _____ Work Phone#: _____

Employer Address: _____ Work Days Off: _____
Street Address (No PO Boxes) _____ Work Hours: _____

City: _____ State: _____ Zip: _____

Hazard Information

Does the person being served have a disability, brain injury, or impairment requiring special assistance when law enforcement serves the order? Yes No

If yes, please explain: _____

Restrained Person's History Includes: Involuntary/Voluntary Commitment Suicide Attempt or Threats
(Check all that apply) Assault Assault with Deadly Weapons Alcohol/Drug Abuse

Additional: _____

Weapons:

Type of Weapon(s): Handgun Rifles Knives Explosives Other

If Other, please explain: _____

Location of Weapons Vehicle On Person Residence Other: _____

Plaintiff/Applicant Information

Last Name First Name Middle Name Date of Birth

TPO ONLY Is address Confidential? Yes No

Current Address: _____ Phone Numbers: _____ Need Interpreter: _____
Home: _____ Yes No
Street Address (No PO Boxes) _____ Cell: _____ Language: _____
Other: _____

City: _____ State: _____ Zip: _____

*** Office Use Only***