

**CASE NUMBER \_\_\_\_\_  
APPLICATION FOR ENTRY OF DEFAULT/  
AFFIDAVIT FOR JUDGMENT BY DEFAULT  
SMALL CLAIMS**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Plaintiff(s) Name/Address/Phone  
V.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Defendant(s) Name/Address/Phone

**APPLICATION FOR ENTRY OF DEFAULT**

**NOTICE IS GIVEN TO:**

Defendant(s):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

At the last known address indicated herein.

**If you do not answer or file a responsive pleading with this court within ten (10) working days of the filing of this application, default will be effective and a default judgment will be entered against you.**

1. The above named defendant(s) has failed to plead or otherwise defend in this action within the time allowed by law.
2. The status of the Defendant(s) military status is set forth in the affidavit for judgment by default.
3. This application is made for the purpose of entering default against the defendant(s).

Date: \_\_\_\_\_

\_\_\_\_\_  
*Plaintiff*

**AFFIDAVIT FOR JUDGMENT BY DEFAULT**

Plaintiff moves for judgment against the defendant(s) named below, because the named defendant(s) has failed to plead or otherwise defend in this action within the time allowed by law: \_\_\_\_\_

Defendant(s)

I incorporate the application for entry of default made herein and submit this affidavit.

- 1. I am the plaintiff in this action.
- 2.  Defendant(s) named herein is engaged in active military service.  
Supporting facts are: \_\_\_\_\_
- Defendant(s) named herein is not in the armed forces of the United States  
Supporting facts are: \_\_\_\_\_
- I am unable to determine whether the defendant(s) is in the military.

3. The following amount is due and owing on plaintiff's claim as of this date.

Amount	\$ _____
Costs	\$ _____
Total	\$ _____

- 4.  The claim is for a sum certain (an amount that can be shown by clear computation).
- 5.  I am attaching documents showing that the defendant owes what is claimed.
- 6.  There are no exhibits.

I state under penalty of perjury that the foregoing is true and correct.

Date: \_\_\_\_\_

\_\_\_\_\_  
*Plaintiff*

**CERTIFICATE OF MAILING**

I certify that I will mail a copy of the Application for Entry of Default/Affidavit for Judgment by Default to the opposing party(ies) at the address(es) listed.

Date: \_\_\_\_\_

\_\_\_\_\_  
*Plaintiff*