SMALL CLAIM COMPLAINT   Case No. _____

_____   _____

_____   **vs.**   _____

_____   _____
                          Zip Code   Zip Code

Phone No. _____ Plaintiff _____ ,   Phone No. _____ Defendant _____

TO THE CLERK: Please take notice that a claim is hereby filed against the above defendant(s) and request that he/she/they be summoned to appear in Court to answer same.

STATEMENT OF CLAIM

☐ ACCOUNT-EXHIBIT A ATTACHED AND MADE A PART HEREOF   ☐ WAGES _____

☐ OTHER _____

_____

_____

_____

Wherefore plaintiff prays judgment against defendant(s) in the sum of $_____ , plus interest from the _____ day of _____ , _____ , at the rate of _____% and costs.

STATE OF OHIO   )
) ss.
COUNTY OF CUYAHOGA)   AFFIDAVIT OF COMPLAINANT'S CLAIM
                                                                            1.

_____ , being first duly sworn, on oath states that _____ the Plaintiff _____ in the above entitled cause, that the said cause is for the payment of money that the nature of plaintiff's demand is as stated, and that there is due to plaintiff from the defendant(s) the amount stated above; defendant(s) (is/are) not now in the military or naval service of the United States.

If service or process by certified mail is returned by the postal authority with an endorsement of "Refused" or "Unclaimed" the undersigned waives notice of same by the clerk and requests ordinary mail service in accordance with Civil Rule 4.6 (C) or 4.6 (D).

Subscribed and sworn to before me this _____ day of _____ , _____

_____
Clerk, Deputy Clerk, Notary Public

NOTICE AND SUMMONS IN ACTION FOR MONEY ONLY

To: (1) _____   (2) _____
        Defendant   Defendant

_____   _____
Street and Number   Street and Number

_____   _____
City   City

_____ ask(s) judgment in this court against you for

_____ dollars ($ _____), plus interest from the _____ day of

_____ , _____ at the rate of _____ % and costs, upon the following claim: _____

The court will hold trial on this claim in the Small Claims Division located at **South Euclid Minicipal Court, 1349 South Green Road, South Euclid, Ohio 44121** at _____ o'clock _____ .M. on _____ , the _____ day of _____ , _____ .

If you do not appear at the trial, judgment may be entered against you by default, and your earnings may be subject to garnishment or your property may be attached to satisfy said judgment. If your defense is supported by witnesses, account books, receipts, or other documents, you must produce them at the trial. Subpoenas for witnesses, if requested by a party, will be issued by the clerk.

If you admit the claim but desire time to pay, you may make such a request at the trial. **If you believe you have a claim against the plaintiff, you must file a counterclaim with the court and must serve the plaintiff and all other parties with a copy of the counterclaim at least seven (7) days prior to the date of the trial of the plaintiff's claim.**

_____
Clerk – Deputy Clerk

1. he is, she is, they are.