



PART 1	<input type="checkbox"/> BOSTON MUNICIPAL COURT _____ Division	<input type="checkbox"/> DISTRICT COURT _____ Division	<input type="checkbox"/> HOUSING COURT _____ Division
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PART 2	PLAINTIFF'S NAME, ADDRESS, ZIP CODE AND PHONE _____ _____ _____ PHONE NO: _____	PLAINTIFF'S ATTORNEY (If any) Name: _____ Address: _____ _____ PHONE NO: _____ BBO NO: _____
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PART 3	DEFENDANT'S NAME, ADDRESS, ZIP CODE AND PHONE _____ _____ _____ PHONE NO: _____	ADDITIONAL DEFENDANTS (If, any) Name: _____ Address: _____ _____ PHONE NO: _____
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PART 4	PLAINTIFF'S CLAIM. The defendant owes \$ _____ plus \$ _____ court costs for the following reasons: Give the date of the event that is the basis of your claim. _____ _____ _____ _____ _____ _____ _____ _____ _____
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SIGNATURE OF PLAINTIFF X _____	DATE _____
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PART 5	MEDIATION: Mediation of this claim may be available prior to trial if both parties agree to discuss the matter with a mediator, who will assist the parties in trying to resolve the dispute on mutually agreed to terms. The plaintiff must notify the court if he or she desires mediation; the defendant may consent to mediation on the trial date. <input type="checkbox"/> The plaintiff is willing to attempt to settle this claim through court mediation.
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PART 6	MILITARY AFFIDAVIT: The plaintiff states under the pains and penalties of perjury that the: <input type="checkbox"/> above defendant(s) is (are) not serving in the military and at present live(s) or work(s) at the above address. <input type="checkbox"/> above defendant(s) is (are) serving in the military.
SIGNATURE OF PLAINTIFF X _____	
DATE _____	

NOTICE OF TRIAL	NOTICE TO DEFENDANT: You are being sued in Small Claims Court by the above named plaintiff. You are directed to appear for trial of this claim on the date and time noted to the right. If you wish to settle this claim before the trial date, you should contact the plaintiff or the plaintiff's attorney. SEE ADDITIONAL INSTRUCTIONS ON THE BACK OF THIS FORM.	NAME AND ADDRESS OF COURT _____ _____	BOTH THE PLAINTIFF AND THE DEFENDANT MUST APPEAR AT THIS COURT ON THE DATE AND TIME SPECIFIED ↓ COURT USE ONLY ↓	COURT COPY	
	FIRST JUSTICE _____	CLERK-MAGISTRATE OR DESIGNEE _____			DATE AND TIME OF TRIAL _____ AT _____ DATE TIME
					ROOM NO. _____