Small Claims Court _____ County, Colorado Court Address: **PLAINTIFF(S):** _____ Address: _____ City/State/Zip: _____ Phone: Home _____ Work _____ v. **DEFENDANT(S):** _____ Address: _____ City/State/Zip: _____ Phone: Home _____ Work _____	▲ **COURT USE ONLY** ▲
Attorney or Party Without Attorney (Name and Address): Phone Number: E-mail: FAX Number: Atty. Reg. #:	Case Number: Division Courtroom

NOTICE OF REPRESENTATION BY ATTORNEY

TO THE COURT AND TO THE PLAINTIFF(S) NAMED ABOVE:

Please take notice that Defendant(s) _____, will be represented by: _____, an attorney at the trial of the above-captioned matter. Plaintiff(s) may now be represented by an attorney if Plaintiff(s) wishes. **However, it is not required that Plaintiff(s) be represented by an attorney.**

Please further take notice that this Notice of Representation by Attorney must be filed with the court at least seven days **prior** to the first scheduled trial date in this matter. If not filed at least seven days **prior** to the first scheduled trial date, the Court shall strike this notice and neither party may be represented by an attorney at the trial.

NOTE: Defendant(s) must make payment of the filing fee required for defendant's answer (and counterclaim, if any is anticipated) at the time of the filing of the Notice of Representation by Attorney.

_____ _____

Defendant's Signature Date Attorney's Signature Date

CERTIFICATE OF MAILING

I hereby certify on (date)_____the original of this document was filed with the Court; and a true a accurate copy of the NOTICE OF REPRESENTATION BY ATTORNEY was served on the Plaintiff(s), by placing it in the United States Mail, postage pre-paid at the address(es) listed above.

Dated: _____ _____

Defendant/Attorney