

## **Important Things to Remember...**

- If you are involved in a small claims suit and your address changes, you should notify the court in writing of your new address. The court notifies you of your hearing date by regular mail. The Magistrate Court was designed for you to represent yourself. However, you may opt to hire an attorney to represent you. Once a court date has been set, continuances are granted by individual merit.
- It is very important that the correct party is sued. If there are any doubts as to who you should sue, you should consult an attorney.
- The court cannot give advice on whom to sue. The court may assist with filling out the necessary forms.
- The court cannot force the losing party to pay. Keep in mind, you may not be able to collect on the judgment.
- Finally, it is important to remember that you have been given basic information for suing in the Magistrate Court. Some cases require more detailed instructions and preparation than what you may have read. If you have any questions that do not require legal advice, the office will be happy to assist you. The office is open Monday through Friday, between the hours of 8:00am to 5:00pm.