



# Pima County Justice Courts, Arizona

240 N. Stone Ave., Tucson, AZ 85701 (520) 724-3171

CASE NUMBER: \_\_\_\_\_

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

Plaintiff(s) Name / Address / Email / Phone

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

Defendant(s) Name / Address / Email / Phone

## SMALL CLAIMS APPLICATION FOR ENTRY OF DEFAULT

### NOTICE

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

I am the Plaintiff. The above-named defendant, was served with the summons, complaint, and Notice to Plaintiff and Defendant by  registered or certified mail, or  constable, sheriff, or process server. The above-named defendant has failed to file an answer or otherwise respond within the time allowed by the Arizona Rules of Court. I am applying for an entry of default against the above-named defendant.

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

Signature: \_\_\_\_\_

Plaintiff

**Notice to Plaintiff:** After ten (10) business days have passed since the filing of this application, it is your responsibility to file a *Request for Entry of Default Judgment* or request a hearing.

I CERTIFY that a copy of this document will be provided by **(circle one)** hand-delivery/ first-class mail/ electronic means on \_\_\_\_\_ Date  
to:  the above-named defendant  any other parties to the lawsuit  
By: \_\_\_\_\_ Date: \_\_\_\_\_  
Plaintiff Signature



# Pima County Justice Courts, Arizona

240 N. Stone Ave., Tucson, AZ 85701 (520) 724-3171

CASE NUMBER: \_\_\_\_\_

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

Plaintiff(s) Name / Address / Email / Phone

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

Defendant(s) Name / Address / Email / Phone

## SMALL CLAIMS REQUEST AND AFFIDAVIT FOR ENTRY OF DEFAULT JUDGMENT

I am the Plaintiff. I request that the court enter a default judgment against the above-name defendant who was served with the summons, complaint, and Notice to Plaintiff and Defendant by  registered or certified mail, or  constable, sheriff, or process server. The defendant has failed to file an answer or otherwise respond within the time allowed by the Arizona Rule of Court. At least 10 court business days have passed since the Application for Entry of Default was filed.

The above-named defendant  is in military service  is not in military service.

Supporting facts are:

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

I am unable to determine whether the above-named defendant is in military service.

The total amount is due and owing on my claim as of today's date:

Principal \$ \_\_\_\_\_

Costs \$ \_\_\_\_\_

Interest \$ \_\_\_\_\_

**Total \$ \_\_\_\_\_**

If I am requesting a default judgment without a hearing, (1) my claim is for a specific amount or can be determined by a mathematical calculation, AND (2) I have attached documents that prove my claim amount.

If I am requesting an award of courts costs, I have attached a verified statement of costs.

If I have included a proposed default judgment form, I have provided the court with stamped envelopes addressed to each party who has appeared in the lawsuit and to each party in default.

I declare under penalty of perjury that the foregoing is true and correct. Signed on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Signature: \_\_\_\_\_

I CERTIFY that a copy of this document will be provided by **(circle one)** hand-delivery/ first-class mail/ electronic means on \_\_\_\_\_

to:  the above-named defendant  any other parties to the lawsuit Date

By: \_\_\_\_\_  
Plaintiff Signature

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



# Pima County Justice Courts, Arizona

240 N. Stone Ave., Tucson, AZ 85701 (520) 724-3171

CASE NUMBER: \_\_\_\_\_

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

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

Plaintiff(s) / Attorney Name / Address / Email / Phone

Defendant(s) / Attorney Name / Address / Email / Phone

---

## DEFAULT JUDGMENT ORDER

---

### TO THE JUSTICE OF THE PEACE: (Please Enter Default Judgment)

Principal \$ \_\_\_\_\_

Costs \$ \_\_\_\_\_

Attorney fees \$ \_\_\_\_\_

Interest \$ \_\_\_\_\_

**Total \$ \_\_\_\_\_**

\*Interest rate of \_\_\_\_\_% plus accruing costs.

IT IS SO ORDERED this date: \_\_\_\_\_

Justice of the Peace  Pro Tem

***\* Interest rate shall be at the lesser of ten per cent per annum or at a rate per annum that is equal to one per cent plus the prime rate as published by the Board of Governors of the Federal Reserve System.***

---

FOR COURT USE ONLY

Copy of the foregoing mailed this date: \_\_\_\_\_

to:  Plaintiff  Defendant  Runner Service \_\_\_\_\_

Docketed On: \_\_\_\_\_ Clerk: \_\_\_\_\_