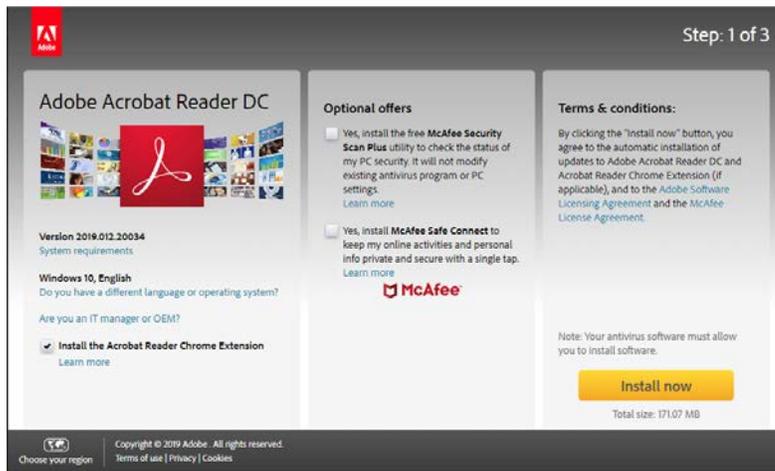


Instructions for Downloading and Completing Online Forms:

1. Download and install Adobe Acrobat Reader DC:

Adobe Reader is the most reliable way to view, print, and render the documents properly. Visit www.adobe.com to download and install Adobe Acrobat Reader DC. The program is 100% free, and takes about 5 mins to install.



2. Choose one of our forms:

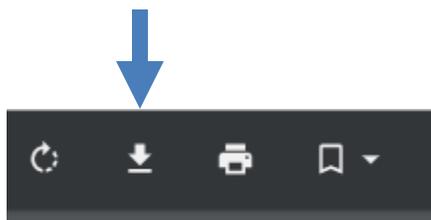
Visit our Forms & Filing Fees webpage at <http://www.jp.pima.gov/Forms/Forms.html>. Select the form you would like to use:

| FORM # | SMALL CLAIMS FORMS | FILING FEE |
|--------|--|------------|
| CVSC1 | Small Claims Summons and Complaint Packet | \$55 |
| CVSC2 | Complaint & Summons | \$55 |
| CVSC3 | Small Claims Instructions | N/A |
| CVSC4 | Evidence of Service | N/A |
| CVSC5 | Defendant's Answer | \$35 |
| CVSC6 | Counterclaim (No fee if filed at time of answer) | \$28 |
| CVSC7 | Reply to Counterclaim | N/A |

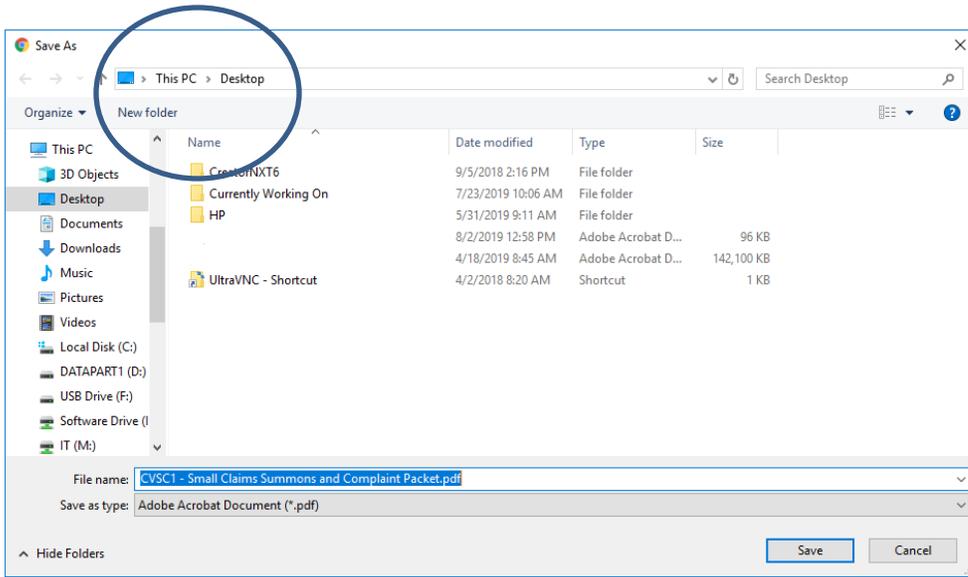
3. Download the form to your computer:

Most popular browsers (i.e. Internet Explorer, Google Chrome, Mozilla Firefox) have their own PDF viewers, and will open the form in the browser. Please download the form to your computer to view, print, and render the document properly:

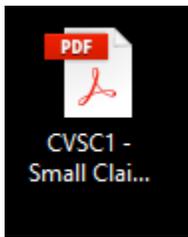
(Shown in Chrome)



(Save As dialogue box. Desktop is an easy place to find it right away)

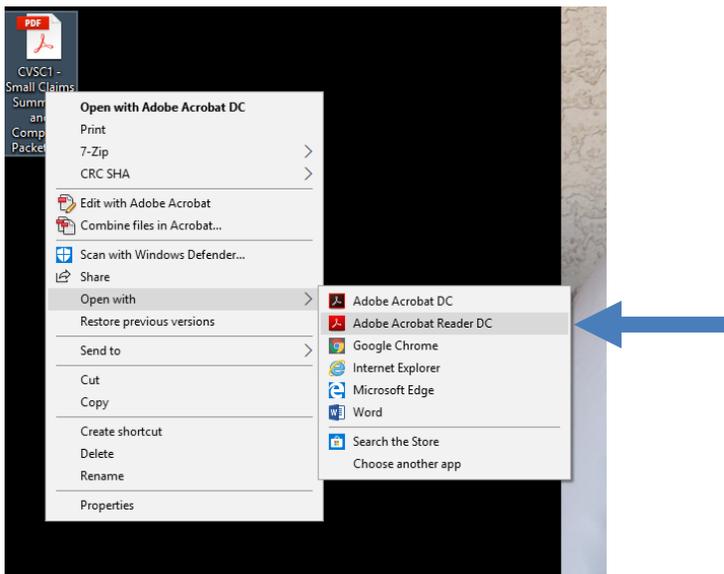


(Find the file in the location you saved it to. I.E. Desktop)



4. Open the file with Adobe Acrobat Reader DC:

Use the "Open with" method:



5. Use form as normal:

With the form opened in the proper program, you will be able to see the document clearly, and use all of its functions as intended.

CVSC1 - Small Claims Summons and Complaint Packet.pdf - Adobe Acrobat Reader DC

File Edit View Window Help

Home Tools CVSC1 - Small Cla... x

PIMA COUNTY

Pima County Justice Courts, Arizona

Pima County Consolidated Justice Court
240 N. Stone Ave., Tucson, AZ 85701 (520) 724-3171

CASE NUMBER: [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

Plaintiff(s) Name / Address / Email / Phone

[REDACTED]

[REDACTED]

[REDACTED]

Defendant(s) Name / Address / Email / Phone

The Statutory Agent / Corporate Officer to be served is: [REDACTED]

COMPLAINT AND SUMMONS - SMALL CLAIMS Amended

TO THE ABOVE-NAMED DEFENDANT(S): You are directed to answer this complaint within **TWENTY (20) DAYS** by filing a written ANSWER in the court named above. If you do not answer or defend, you run the risk of having a judgment entered against you for the amount of plaintiff's claim, plus court costs. A filing fee must be paid at the time your answer is filed. If you cannot afford to pay the required fee, you may request that the Court either waive or defer the fee.

If you have any questions, please ask us anytime on our Contact page at:
<http://www.jp.pima.gov/ContactUs/Default.aspx>.

Thank you for visiting our website!