

Civil Suit

Incorporated businesses, individuals who cannot file in Small Claims Court

Needed to File:

Summons & Complaint prepared, signed by either an attorney, or the Court Clerk
Summons must be served at least **six (6)**, but not more than **thirty (30)** days before hearing date
A copy of **summons & complaint with affidavit of service attached**,
shall be filed with the court within **six (6) days of service**
Filing Fee - \$20.00 (No personal checks)