

## **Summary Proceedings (Evictions)**

### Forms Needed:

1. Notice of Petition
2. Petition to Recover Possession of Real Property
3. Applicable Notice to Vacate & Affidavit of Service of same, applicable warrant if seeking removal.
  - ❖ Have Notice of Petition & Petition to Recover Possession of Real Property filled out
  - ❖ Have Applicable Notice to Vacate & Affidavit of Service of same with petitions
  - ❖ Make sure Respondent (Tenant) is served not more than twelve (12) days or less than five (5) days before hearing date
  - ❖ Make sure Notice of Petition & an Affidavit of Service is filed with the court within three (3) days of service.

The court does not provide paperwork for Summary Proceedings.  
Filing Fee - \$20.00