

**SUPERIOR COURT OF CALIFORNIA  
COUNTY OF SANTA CRUZ  
SMALL CLAIMS COURT**

[ ] 701 Ocean Street  
Santa Cruz CA 95060 (831) 454-2220

[ ] 1430 Freedom Blvd.  
Watsonville, CA 95076 (831) 763-8220

\_\_\_\_\_. VS. \_\_\_\_\_

**1-2 WEEKS BEFORE COURT DATE  
CALL TO VERIFY SERVICE**

Case No. \_\_\_\_\_

**NOTICE OF HEARING AND TIME TO APPEAR**

This case is set for trial on \_\_\_\_\_ at \_\_\_\_\_ in Dept # \_\_\_\_\_

If you requested the court to mail the order to appear to the defendant/plaintiff, call the court before the trial date to make sure the notice was accepted and received. If the defendant/plaintiff does not accept the order by mail, you must have someone give it to the defendant/plaintiff personally. See the clerk for further instructions.

When inquiring about your case, always refer to the above case number.

**REQUEST FOR DISMISSAL**

**IMPORTANT INSTRUCTIONS AND INFORMATION**

(1) If there is more than one plaintiff, each plaintiff must sign this request for dismissal. (2) If the defendant has filed a Claim of Defendant, the defendant must agree to this dismissal by signing this form. (3) All small claims case records in this case will be destroyed one year after entry of this dismissal. (Government Code §68152(d)(2)).

TO THE CLERK OF THE COURT: Dismiss the above-entitled actions as follows:

**WITH PREJUDICE** (This means you cannot sue again on the same cause of action.)

**WITHOUT PREJUDICE** (This means, generally, that you can sue again on the same cause of action, provided the statute of limitations has not expired.)

The matter stated herein settled prior to the hearing date, or, all terms of mediated agreement have been satisfied. Request is therefore made for dismissal.

DATE	TYPE OR PRINT NAME	SIGNATURE OF PLAINTIFF *
DATE	TYPE OR PRINT NAME	SIGNATURE OF PLAINTIFF *

(To be completed only if the defendant has filed a Claim of Defendant):

I agree to the dismissal of the entire action.

DATE	TYPE OR PRINT NAME	SIGNATURE OF DEFENDANT *
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**FILING FEES**

\$20.00 each claim - 12 or less filings per calendar year      \$ 6.00 each defendant for certified mail service  
\$35.00 each claim - 13 or more filings per calendar year      \$10.00 motion for postponement fee

**NOTICE**

For advice as to how to proceed in your small claims case or a small claims case filed against you, you may call Small Claims Advisor Program, Monday through Friday between 9:00 a.m. to 5:00 p.m. at:

**(831) 373-1959**

This is a free service of the Santa Cruz Superior Court provided by the Monterey College of Law. This service is available both to plaintiffs and defendants in small claims cases.