

# JUSTICE COURT CIVIL CASE INFORMATION SHEET (4/13)

**CAUSE NUMBER (FOR CLERK USE ONLY):** \_\_\_\_\_

**STYLED** \_\_\_\_\_

(e.g., John Smith v. All American Insurance Co; In re Mary Ann Jones; In the Matter of the Estate of George Jackson)

A civil case information sheet must be completed and submitted when an original petition is filed to initiate a new suit. The information should be the best available at the time of filing. This sheet, required by Rule of Civil Procedure 502, is intended to collect information that will be used for statistical purposes only. It neither replaces nor supplements the filings or service of pleading or other documents as required by law or rule. The sheet does not constitute a discovery request, response, or supplementation, and it is not admissible at trial.

<b>1. Contact information for person completing case information sheet:</b>	<b>2. Names of parties in case:</b>										
<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;">Name: _____</td> <td style="width: 50%; border: none;">Telephone: _____</td> </tr> <tr> <td style="border: none;">Address: _____</td> <td style="border: none;">Fax: _____</td> </tr> <tr> <td style="border: none;">City/State/Zip: _____</td> <td style="border: none;">State Bar No: _____</td> </tr> <tr> <td colspan="2" style="border: none;">Email: _____</td> </tr> <tr> <td colspan="2" style="border: none;">Signature: _____</td> </tr> </table>	Name: _____	Telephone: _____	Address: _____	Fax: _____	City/State/Zip: _____	State Bar No: _____	Email: _____		Signature: _____		Plaintiff(s): _____ _____ Defendant(s): _____ _____ _____ [Attach additional page as necessary to list all parties]
Name: _____	Telephone: _____										
Address: _____	Fax: _____										
City/State/Zip: _____	State Bar No: _____										
Email: _____											
Signature: _____											
<b>3. Indicate case type, or identify the most important issue in the case (select only 1):</b>											
<input type="checkbox"/> <b>Debt Claim:</b> A debt claim case is a lawsuit brought to recover a debt by an assignee of a claim, a debt collector or collection agency, a financial institution, or a person or entity primarily engaged in the business of lending money at interest. The claim can be for no more than \$10,000, excluding statutory interest and court costs but including attorney fees, if any.	<input type="checkbox"/> <b>Eviction:</b> An eviction case is a lawsuit brought to recover possession of real property, often by a landlord against a tenant. A claim for rent may be joined with an eviction case if the amount of rent due and unpaid is not more than \$10,000, excluding statutory interest and court costs but including attorney fees, if any.										
<input type="checkbox"/> <b>Repair and Remedy:</b> A repair and remedy case is a lawsuit filed by a residential tenant under Chapter 92, Subchapter B of the Texas Property Code to enforce the landlord's duty to repair or remedy a condition materially affecting the physical health or safety of an ordinary tenant. The relief sought can be for no more than \$10,000, excluding statutory interest and court costs but including attorney fees, if any.	<input type="checkbox"/> <b>Small Claims:</b> A small claims case is a lawsuit brought for the recovery of money damages, civil penalties, personal property, or other relief allowed by law. The claim can be for no more than \$10,000, excluding statutory interest and court costs but including attorney fees, if any.										

**PETITION: SMALL CLAIM CASE**

CASE NO. \_\_\_\_\_  
*Court use only*

In the Justice Court, Precinct 4, Lubbock County, Texas

PLAINTIFF \_\_\_\_\_

VS.

DEFENDANT(S): \_\_\_\_\_

Defendant(s) contact information: \_\_\_\_\_

COMPLAINT: The basis for the claim which entitles the plaintiff to seek relief against the defendant is:

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

RELIEF: Plaintiff seeks damages in the amount of \$ \_\_\_\_\_.

SERVICE OF CITATION: Service is requested on defendant(s) by personal service at home, work or by alternative service as allowed by the Texas Justice court Rules of Court. Other addresses where the defendant(s) may be served are:

\_\_\_\_\_

ASSIGNMENT OF CLAIM: If you wish to give your consent for the answer and any other motions or pleadings to be sent to your email address, please check this box, and provide your valid email address: \_\_\_\_\_

\_\_\_\_\_  
Petitioner's Printed Name

\_\_\_\_\_  
Signature of Plaintiff or Attorney

DEFENDANT(S) INFORMATION (if known)  
DATE OF BIRTH: \_\_\_\_\_

\_\_\_\_\_  
Address of Plaintiff's Attorney, if any, of Plaintiff if none

\*LAST 3 NUMBERS OF DRIVER LICENSE \_\_\_\_\_  
\*LAST 3 NUMBERS OF SOCIAL SECURITY \_\_\_\_\_  
DEFENDANT(S) PHONE NUMBER: \_\_\_\_\_

\_\_\_\_\_  
City State Zip Code

\_\_\_\_\_  
Phone & fax No. Of Plaintiff's Attorney, if any, or Plaintiff if none

Sworn to and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
CLERK OF THE COURT OR NOTARY PUBLIC



\_\_\_\_\_  
Plaintiff  
  
VS.  
  
\_\_\_\_\_  
Defendant

§  
§  
§  
§  
§

IN THE JUSTICE COURT OF  
  
PRECINCT FOUR  
  
LUBBOCK COUNTY, TEXAS

**AFFIDAVIT OF MILITARY STATUS OF DEFENDANT(S)**

Before me the undersigned clerk of the justice court, on this day personally appeared the undersigned affiant whose identification is know to me. After I administered an oath of such affiant, he or she upon oath and under penalty of perjury (fine and/of up to one year in jail), stated the following:

My name is *(please print)* \_\_\_\_\_ I am *[check one]*  the plaintiff or  an authorized agent of the plaintiff in the case described a the top right of this page. I am capable of making this affidavit. The facts stated in the affidavit are within my personal knowledge an are true and correct

*[check or fill in as applicable].*

1. No defendant in this case is on active duty in the U.S. military (Army, Navy, Air Force, Marines, or Coast Guard) The facts on which I base my conclusion are as follows: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. Defendant *[insert name(s)]* \_\_\_\_\_ Is on active duty in the U.S. military.

3. Defendant *[insert name(s)]* \_\_\_\_\_ has been deployed by the U. S. military to a foreign country.

4. Plaintiff and the undersigned (if the undersigned is acting as an agent of plaintiff) are not able to determine whether any defendant is with the U.S. military –except for any defendant named in paragraph 2 above.

5. Plaintiff and the undersigned (if the undersigned is acting as an agent of plaintiff) are not able to determine whether any defendant who is in the U.S. military has been deployed to a foreign country–except for any defendant named in paragraph 3 above.

6. Defendant *[insert name(s)]* \_\_\_\_\_ has signed, while on active duty, a separate, limited written waiver or a written lease containing a limited waiver of his or her rights under the U.S. Service members Civil Relief Act of 2003.

\_\_\_\_\_  
Signature of Affiant

SWORN TO and SUBSCRIBED before my by \_\_\_\_\_ or \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Clerk of the Justice Court or Notary Public