

SCOTIA VILLAGE COURT

4 No. ten Broeck Street

Scotia, NY 12302

PHONE: 518-374-2099 FAX: 518-374-5620

SMALL CLAIMS FORM - PLEASE PRINT

Claimant: (The person initiating the proceeding)

Name: _____

Address: _____

Phone number: _____

Respondent: (The person responding to the claim)

Name: _____

Address: _____

Phone number: _____

Amount seeking: _____

Brief summary for the reason of claim: _____

Filing fees must be paid at the time of filing:

\$10 fee for claim up to \$1000

\$15 fee for claim \$1001-\$3000