

Unlawful Detainer

Complaint, Summons, Judgment

K1

FORMS INCLUDED IN THIS PACKET:

1. MMC-110-local Request for Interpreter
2. CM-010 Civil Case Cover Sheet
3. UD-100 Complaint – Unlawful Detainer
4. UD-101 Plaintiff's Mandatory Cover Sheet & Supplemental Allegations – Unlawful Detainer
5. SUM-130 Summons – Unlawful Detainer – Eviction
6. POS-010 Proof of Service of Summons
7. UD-150 Request/Counter-Request to Set Case for Trial – Unlawful Detainer
8. CIV-100 Request for Entry of Default (Application to Enter Default)
9. UD-116 Declaration for Default Judgment by Court (Unlawful Detainer – Civ. Proc., § 585(d))
10. UD-120 Verification by Landlord Regarding Rental Assistance – Unlawful Detainer
11. UD-110 Judgment – Unlawful Detainer
12. UD-110S Judgment – Unlawful Detainer Attachment
13. UD-115 Stipulation for Entry of Judgment (Unlawful Detainer)
14. EJ-130 Writ of Execution
15. SER-001A Special Instructions for Writs and Levies- Attachment
16. MUD-102-local Stipulation for Entry of Judgment
17. MUD-103-local Noticed Request for Entry of Judgment Pursuant to Default and Supporting Declaration

Additional forms can be obtained from the Superior Court Clerk's Office, the Self-Help Legal Access Center in the Ukiah courthouse, the court's website at www.mendocino.courts.ca.gov, or the Judicial Council website at www.courts.ca.gov.

Filing Fee: **\$240.00** for an amount up to \$10,000
 \$385.00 for an amount over \$10,000 and up to \$35,000
 (Fee waiver packet available upon request)

INSTRUCTIONS:

All paperwork must be **typed or printed neatly (legibly) in black or blue ink and signed.**

Paperwork may be e-filed or, if parties are not represented by counsel, parties may file documents directly with the Clerk's Office. See the Court's website for information regarding e-filing. If filing with the Clerk's Office, prepare one (1) original for filing. The Superior Court is a "paperless" court, therefore the original pleadings will be filed, scanned, and returned to the filing party. The Party may then make copies of the pleadings for service.

For Service by Sheriff's Department, contact the Mendocino County Sheriff's Department at:

Ukiah: 589A Low Gap Road, Ukiah, CA 95482 (707) 463-4411 Monday-Friday, 8:00am-5:00pm

Fort Bragg: 700 S Franklin St., Suite 110, Fort Bragg, CA 95437 (707) 964-6308 Monday-Thursday 8:00am-5:00pm

When presenting your complaint for filing at the Clerk's Office, request Unlawful Detainer Answer Packet #K2 or obtain a copy of the packet on the Court's website.

Court Clerk's Office Hours of Operation: 8:30am-3:30pm Monday-Friday

Ukiah: 100 North State Street, Room 107 Ukiah, CA 95482 (707) 468-2003

Ten Mile: 700 South Franklin Street, Room 144 Fort Bragg, CA 95437 (707) 964-3192

www.mendocino.courts.ca.gov