

**BALDWINSVILLE VILLAGE COURT**  
**SMALL CLAIMS FORM**

HON. ELIJAH HULING, JR.

PRESIDING JUSTICE

PLAINTIFF (person or persons suing)

(for Court use only)

Name: \_\_\_\_\_

Filing date: \_\_\_\_\_

Address: \_\_\_\_\_

Fee paid: \_\_\_\_\_

Telephone (Home): \_\_\_\_\_

Receipt #: \_\_\_\_\_

(Work): \_\_\_\_\_

Court date: \_\_\_\_\_

Adjournments: \_\_\_\_\_

DEFENDANT (person, company, corp. being sued)  
(Must live or work in Village)

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone (Home): \_\_\_\_\_

(Work): \_\_\_\_\_

AMOUNT OF CLAIM \$ \_\_\_\_\_

**(Note: Claim must be for money only and may not exceed \$3,000.00)**

STATE NATURE OF CLAIM: (The defendant owes me money because .....)

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

**EVIDENCE:**

At the hearing you will be expected to prove your claim and you should bring with you, any evidence of debt claimed, eg.: receipts, contract, estimated bills, cancelled checks, etc.

**AFFIRMATION:**

I affirm that the above is correct to the best of my knowledge and that \_\_\_\_\_  
(Defendant's Name)  
owes me \$ \_\_\_\_\_ on this date.

Dated: \_\_\_\_\_

Plaintiff: \_\_\_\_\_