Notice of Appearance (Self-Represented) - Blank preview

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[DRAFT NOTICE: Draft prepared with self-help software. Not legal advice. Have an attorney review before filing. Delete this note before you sign.]

[Name of court]
[County, district, or division, if your court's captions include one; otherwise delete this line]
Case No. [Case number]
[Name of first party], [Plaintiff or Petitioner]
v.
[Name of second party], [Defendant or Respondent]

NOTICE OF APPEARANCE

1. I, [Your full name], am the [Your role in the case, such as Petitioner or Respondent] in this case. I am representing myself.
2. Please send all notices and papers in this case to me at the following address: [Mailing address where you receive court papers].
3. Phone number: [Phone number]. Email address: [Email address, or delete if you do not receive papers by email].
4. [If an attorney previously represented you in this case, state the attorney's name and the date that representation ended; otherwise delete this paragraph.]

[Safety note: if listing your home address is a safety concern, check your court's rules or ask the clerk about address-confidentiality options before filing. Delete this note before you sign.]

Submitted by:

[Your full name]
[Your role in the case, such as Petitioner or Respondent], self-represented
[Mailing address where you receive court papers]
[Phone number]
[Email address]
Date: [Date you sign]

Certificate of Service

I certify that on [date of service], I served a copy of this Notice of Appearance on each person listed below by [method of service your court's rules allow, such as mail, hand delivery, email, or electronic filing service].

[Name of each person served, and the mailing address or email address used for service]

[Your full name]
Date: [Date you sign this certificate]