

Blank Statement of Facts Worksheet

For Small Claims Court

Case Title:

Case Number:

Plaintiff(s):

Defendant(s):

Hearing Date (if known):

1. Describe the Incident or Dispute

2. Timeline of Events

3. Amount Claimed and Basis for Calculation

4. Evidence Supporting Your Claim

5. Attempts to Resolve Out of Court

6. Other Relevant Facts

Signature

Date

This worksheet is for preparation purposes only and does not need to be filed with the court unless requested.