

**JEFFREY R. SMITH, CPA, CGFO, CGMA**

Clerk of Circuit Court & Comptroller

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**NOTICE OF LIMITATION OF SERVICES PROVIDED**

THE PERSONNEL IN THIS OFFICE ARE NOT ACTING AS YOUR LAWYER OR PROVIDING LEGAL ADVICE TO YOU.

OUR PERSONNEL ARE NOT ACTING ON BEHALF OF THE COURT OR ANY JUDGE. THE PRESIDING JUDGE IN YOUR CASE MAY REQUIRE AMENDMENT OF A FORM OR SUBSTITUTION OF A DIFFERENT FORM. THE JUDGE IS NOT REQUIRED TO GRANT THE RELIEF REQUESTED IN A FORM.

THE PERSONNEL IN THIS OFFICE CANNOT TELL YOU WHAT YOUR LEGAL RIGHTS OR REMEDIES ARE, REPRESENT YOU IN COURT OR TELL YOU HOW TO TESTIFY IN COURT.

THE INFORMATION THAT YOU GIVE TO AND RECEIVE FROM OUR OFFICE IS NOT CONFIDENTIAL AND MAY BE SUBJECT TO DISCLOSURE AT A LATER DATE. IF ANOTHER PERSON INVOLVED IN YOUR CASE SEEKS ASSISTANCE FROM THIS OFFICE THAT PERSON WILL BE GIVEN THE SAME ASSISTANCE THAT YOU RECEIVE.

IN ALL CASES, IT IS BEST TO CONSULT WITH YOUR OWN ATTORNEY.

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**ACKNOWLEDGMENT**

*PLEASE COMPLETE THE FOLLOWING PARAGRAPH.  
FILE THE SIGNED DOCUMENT WITH THE CLERK OF COURT.*

\_\_\_\_\_ I CAN READ ENGLISH

\_\_\_\_\_ I CANNOT READ ENGLISH, THIS NOTICE WAS READ TO ME BY

[NAME] \_\_\_\_\_ IN [LANGUAGE] \_\_\_\_\_.

I \_\_\_\_\_ {name} do acknowledge that I have read this Notice of Limitation of Services Provided. I have received an explanation of the Notice of Limitation Services Provided and I understand that limitation of the services provided. I understand that it is in my best interest to secure an attorney to represent my interest in this case. I understand that this form must be signed and filed with the Clerk before our office may provide services to me.

Date: \_\_\_\_\_

\_\_\_\_\_  
Signature

Case No: \_\_\_\_\_

\_\_\_\_\_  
Signature

IN THE COUNTY COURT IN AND FOR INDIAN RIVER COUNTY, FLORIDA  
SMALL CLAIMS DIVISION

CASE NO: \_\_\_\_\_

The Plaintiff (Name & Address)

Sues

The Defendant (Name & Address)

Telephone No: \_\_\_\_\_

**STATEMENT OF CLAIM**

And claims the amount of \$ \_\_\_\_\_ PLUS costs and Attorney's fees, if applicable, as being due from the defendant and alleges as the basis of such suit the following matters:

(Fill in appropriate blanks.)

\_\_\_\_\_ Goods sold and delivered and/or labor and materials furnished by Plaintiff(s) to Defendant(s) between \_\_\_\_\_, 20\_\_ and \_\_\_\_\_, 20\_\_.

\_\_\_\_\_ Money lent by Plaintiff(s) to Defendant(s) on or about \_\_\_\_\_, 20\_\_, with interest from \_\_\_\_\_, 20\_\_ in the amount of \$ \_\_\_\_\_.

\_\_\_\_\_ On \_\_\_\_\_, 20\_\_, Defendant(s) executed and delivered to Plaintiff(s) a promissory note in \_\_\_\_\_ County, Florida. Defendant(s) failed to pay:  (a) said note when due.  (b) the installment payment due on said note on \_\_\_\_\_, 20\_\_, and Plaintiff(s) elected to accelerate payment of the balance. The balance is now due, owing and unpaid \$ \_\_\_\_\_, plus interest since \_\_\_\_\_, 20\_\_, in the amount of \$ \_\_\_\_\_.

\_\_\_\_\_ On or about \_\_\_\_\_, 20\_\_, in the vicinity of \_\_\_\_\_, on a public highway in \_\_\_\_\_ County, Florida. Plaintiff's motor vehicle being operated by \_\_\_\_\_ was in a collision with Defendant's motor vehicle being operated by \_\_\_\_\_, and that said collision with Plaintiff's vehicle was caused by the negligent and careless operation of Defendant's vehicle, whereby Plaintiff's vehicle was damaged and depreciated in value.

\_\_\_\_\_ Plaintiff(s) and Defendant(s) entered into a verbal/written rental agreement on \_\_\_\_\_, 20\_\_, for the property located at \_\_\_\_\_, Indian River County, Florida.

Defendant(s) vacated said property on or about \_\_\_\_\_, 20\_\_.

Plaintiff is entitled to \$ \_\_\_\_\_ which represents:

- (a) Rent due from \_\_\_\_\_, 20\_\_ to \_\_\_\_\_, 20\_\_.
- (b) Damages to said property in the amount of \$ \_\_\_\_\_.
- (c) Damage Deposit which Defendant failed to return.

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

A copy of the written instrument or invoice on which this suit is based is attached hereto.

WHEREFORE, Plaintiff demands judgment in the amount of \$ \_\_\_\_\_, plus interest and/or late fee in the amount of \$ \_\_\_\_\_, and applicable court costs and attorney's fees.

STATE OF FLORIDA-COUNTY OF INDIAN RIVER

\_\_\_\_\_ being duly sworn on oath states the foregoing claim is just and true statement of the amount owing by the Defendant to the Plaintiff, exclusive of all setoffs and just grounds of defense. Plaintiff states that the Defendant(s) are not in the Military Service of the United States and that the above action has been brought in the County of proper venue.

\_\_\_\_\_  
Plaintiff, Corporate Agent or Attorney

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

(SEAL OF NOTARY PUBLIC)

\_\_\_\_\_  
Deputy Clerk or Notary Public