

SMALL CLAIMS

- **A Small Claims action may not exceed five thousand dollars (\$5,000.00). Small Claims may only involve claims for money and may not be used for the return of goods or property.**
- **The incident must have occurred in Ray County, or the Defendant must reside in Ray County.**
- **Please submit your completed Petition, Filing Information Sheet, and appropriate fees to the Civil Office.**



IN THE CIRCUIT COURT OF RAY COUNTY, MISSOURI

Judge or Division:	Case Number:	
Plaintiff(s): 1. 2. vs.		(Date File Stamp)
	Plaintiff's Address (No. 1):	Defendant's Address (No. 1):
	City, State, Zip:	City State, Zip:
Defendant(s): 1. 2.	Telephone Number:	Telephone Number:
	Plaintiff's Address (No. 2):	Defendant's Address (No. 2):
	City, State Zip:	City, State, Zip:
	Telephone Number:	Telephone Number:

Petition Small Claims Court

The plaintiff states he/she has a claim against the defendant in the amount of \$ _____. The claim arose on or about _____ (date) as a result of the following events:

(continue on reverse)

The plaintiff states that the information contained in this petition is true and correct to the best of his/her knowledge, that he/she is not an assignee of this claim and that he/she has not filed more than twelve (12) other claims in the Missouri small claims courts during the current calendar year.

The plaintiff understands that, should he/she be successful in this action and obtain judgment, and if the defendant does not appeal within ten days, this judgment becomes final. The plaintiff cannot commence another action involving the same parties and issues. The plaintiff understands that he/she is waiving the right to jury trial on these issues in the small claims court.

_____ Date _____ Signature of Plaintiff

Keep a copy of this petition and bring it to court.

CONFIDENTIAL CASE FILING INFORMATION SHEET – NON-DOMESTIC RELATIONS

INSTRUCTIONS:

- ✓ Complete this form for all parties known at the time of filing. Provide the most appropriate Case Type and Party Type codes and descriptions. (Found on the Case Types List and Party Types List at www.courts.mo.gov on the Court Forms/Filing Information page.)
- ✓ If additional space is needed, complete additional Confidential Case Filing Information Sheets.

NOTE: The **full** Social Security Number (SSN) is **required** pursuant to Missouri Supreme Court Operating Rule 4.07 if the party is a person and is reasonably available. This is a confidential document. This information is needed to open a case in the court’s case management system. While cases deemed public under Missouri statutes can be accessed through Case.net, the day and month of birth, SSN, and confidential addresses are NOT provided to the public through Case.net.

Filing Date: _____ County/City of St. Louis: RAY COUNTY, MISSOURI

Style of Case: _____
 (i.e. In the Estate of; In the Matter of; Petitioner v. Respondent.)

Case Type Code: _____ Case Type Description: _____

Party Type Code: _____ Party Type Description: _____ Name (if a person): (Last) _____ (First) _____ (Middle) _____ Organization (if non-person): _____ Address: _____ City: _____ State: _____ Zip: _____ Contact Telephone Number: _____ DOB/DOD: _____ Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female SSN: _____ Attorney Name (if represented by counsel): _____ Bar ID: _____ Party Type Code: _____

Party Type Code: _____ Party Type Description: _____ Name (if a person): (Last) _____ (First) _____ (Middle) _____ Organization (if non-person): _____ Address: _____ City: _____ State: _____ Zip: _____ Contact Telephone Number: _____ DOB/DOD: _____ Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female SSN: _____ Attorney Name (if represented by counsel): _____ Bar ID: _____ Party Type Code: _____

Party Type Code: _____ Party Type Description: _____ Name (if a person): (Last) _____ (First) _____ (Middle) _____ Organization (if non-person): _____ Address: _____ City: _____ State: _____ Zip: _____ Contact Telephone Number: _____ DOB/DOD: _____ Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female SSN: _____ Attorney Name (if represented by counsel): _____ Bar ID: _____ Party Type Code: _____

Submitted by: _____ Bar ID (required if attorney): _____

Address (if not shown above): _____

City: _____ State: _____ Zip: _____

Phone: _____ Email Address: _____

***IMPORTANT:** It is the parties’ responsibility to keep the court informed of any change of address or employment.*



IN THE CIRCUIT COURT OF RAY COUNTY COUNTY, MISSOURI

Judge or Division:	Case Number:
Plaintiff:	
DOB: vs.	
Defendant:	
DOB:	(Date File Stamp)

Dismissal Small Claims Court

The plaintiff/defendant dismisses the claim/counterclaim against the defendant/plaintiff with/without prejudice at plaintiff's/defendant's cost.

Date

Plaintiff/Defendant Signature



IN THE CIRCUIT COURT OF RAY COUNTY, MISSOURI

Judge or Division:	Case Number:
Plaintiff(s):	
Defendant(s):	

(Date File Stamp)

**Satisfaction of Judgment
Small Claims Court**

The plaintiff/defendant acknowledges that judgment in the above claim has been satisfied in full.

_____ Date

_____ Plaintiff/Defendant Signature



IN THE 8th JUDICIAL CIRCUIT, RAY COUNTY, MISSOURI

Name:	Case Number:
Address:	Case Type:
	Style of Case:
Document Filed:	(Date File Stamp)

Redaction Certification

The filer certifies that all documents in this submission for filing with the court comply with all redaction requirements of Rules 19.10, 55.025, or 84.015.

COR 2.02

The responsibility for redacting confidential information rests solely with the counsel, parties, or any other person filing the document. Courts will not review each case document to ensure compliance and will not refuse to accept or file a document on that basis.

On and after the Expanded Remote Access Implementation Date: July 1, 2023

1. All redactions shall be done in a manner that makes it clear that information has been redacted. If necessary to reference the redacted information in a redacted document, filers shall use generic descriptors.
2. When a filer redacts information from a document offered for filing in any court, the filer also must file a confidential redacted information filing sheet that either:
 - has the unredacted version of the document attached; or
 - sets out the information redacted from the document with an explanation referencing where the information was redacted from in the document or the generic descriptors used in the document to reference the redacted information.
3. All filers shall affirmatively certify compliance with the redaction requirements in Rules 19.10, 55.025, and 84.015 when a document is filed. This certification shall be accomplished through an automated process implemented in the electronic filing system for its authorized users or, for filers who are not authorized users of the electronic filing system, by a paper form attached to the document or on the document itself.
4. When a motion is filed alleging a document filed with the court contains insufficiently redacted confidential information, the clerk shall raise the document's security level to a confidential setting. The court shall dispose of the motion within 30 days. If the court determines the document is sufficiently redacted, the clerk shall reset the document's security level to allow for proper public access.

I HAVE READ AND UNDERSTAND THE ABOVE.

_____ Date

_____ Filer's Signature

