



7. For complaints **other than for non-payment of rent**: State the reason for the termination of the tenancy with specific facts, including the date, place, and circumstances of the reason for termination, so the tenant has an opportunity to prepare a defense: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

8. Has the defendant been served with a proper notice to vacate?  
 Yes (you must attach a copy of the notice to the complaint.)  No

If "Yes", service was by:  hand-delivery, on this date: \_\_\_\_\_  
 registered/certified mail, mailed on this date: \_\_\_\_\_, received on this date: \_\_\_\_\_

9. Plaintiff requests a judgment for possession of the premises.  Yes  No

Plaintiff requests that a Writ of Restitution be issued by the court:  
 five (5) days from the date of the judgment  
 12 to 24 hours from the time of judgment (material and irreparable breach only)

10. Plaintiff requests a money judgment against defendants for the following sums:  Yes  No

a.  Total rent. \$ \_\_\_\_\_

State: The frequency with which the rent is to be paid:  weekly  monthly  other \_\_\_\_\_  
The due date for each payment: \_\_\_\_\_  
The amount of rent due on each payment: \_\_\_\_\_

b.  Late fees. \$ \_\_\_\_\_

State the method of calculating late fees: \_\_\_\_\_

c.  Other fees, charges, or damages. \$ \_\_\_\_\_

Specify fees, charges, or damages and state the method of calculating: \_\_\_\_\_  
\_\_\_\_\_

**Total** of rent, late fees, and other fees (a + b + c) that are due on the date of filing \$ \_\_\_\_\_

d.  Amount of any rent concessions that Plaintiff contends must be reimbursed: \$ \_\_\_\_\_

State the nature of the rent concessions: \_\_\_\_\_

e.  Attorney fees, due to Plaintiff in the event of a default by Defendant: \$ \_\_\_\_\_

**Total** of all sums (a + b + c + d + e) claimed by Plaintiff \$ \_\_\_\_\_

By signing this complaint, I verify that the assertions are true and correct to the best of my knowledge and belief and they are based on a reasonably diligent inquiry.

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

\_\_\_\_\_  
*Signature*