

IN THE DISTRICT COURT FOR THE STATE OF ALASKA AT _____

)	
)	
)	
)	
Plaintiff(s),)	
)	
vs.)	
)	
)	
)	CASE NO. _____ SC
Defendant(s).)	
_____)	NOTICE OF TRIAL

Please take notice that the trial of this case has been set for:

Date & Time: _____

Courtroom: _____

At: _____, Alaska

Before: Hon. _____

Read chapters IV and V of the Small Claims Handbook for information concerning preparation for trial.

YOUR WITNESSES MUST BE AVAILABLE TO TESTIFY AT THE TIME STATED ABOVE. If you believe your witnesses will not appear at the trial voluntarily, you may ask the court to issue a court order (subpoena) requiring the witnesses to appear.

Your case is scheduled for 15 minutes per side. You must bring all papers, records, and other evidence necessary to prove your case. Your original exhibits must be filed with the court and you must bring copies for yourself and the other party.

If you or one or more of your witnesses cannot attend trial on the date listed above, you may submit a written request for you or your witness(es) to attend telephonically by using form [SC-31](#) or you may request a postponement of the trial date by using form [SC-23](#). Your request must be filed immediately and must state why you cannot appear in person on the trial date set above.

Date

Judge/Clerk

I certify that on _____
a copy of this notice was sent to
(list names):

Clerk: _____