

ISLAND COUNTY DISTRICT COURT

1) _____,

2) _____,

Plaintiff(s),

Vs.

1) _____,

2) _____,

Defendant(s).

No: _____

**SMALL CLAIMS EXHIBITS
COVER SHEET**

PROCEDURE FOR MARKING EXHIBITS

1. Use this form to itemize all the evidence you intend to use at trial.
2. Think about the presentation of your case and label the evidence in chronological order.
3. A copy of your evidence must be provided to the other party and the court, on or before the date set by the court.
4. Print all documents on 8.5"x11" paper, single sided and legible.
5. Save all audio/video evidence on a USB thumb drive. Evidence that is not audio or video **MUST** be printed and filed on 8.5" x 11" paper.
6. Evidence filed becomes part of the record and will not be returned.

I am the: ☐ Plaintiff ☐ Defendant ☐ Other: _____

I am attaching the following evidence for the Court's Consideration (describe):

Exhibit 1: _____ No. of Pages: _____

Exhibit 2: _____ No. of Pages: _____

Exhibit 3: _____ No. of Pages: _____

Exhibit 4: _____ No. of Pages: _____

Exhibit 5: _____ No. of Pages: _____

Exhibit 6: _____ No. of Pages: _____

I certify and declare under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct.

Signed at _____ (city), _____ (state) on _____ (date)

Signature of Declarant

Print Name