

# SMALL CLAIMS APPLICATION

GREENVILLE TOWN COURT

P.O. Box 38

Greenville, NY 12083

Phone: (518) 966-5055 x 6

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Filing Fee: Claim up to \$1,000.00 - \$10.00

Claim: \$1000.01 to \$3,000.00 - \$15.00

**The Person you are taking to Court  
Must Reside in the  
Town of Greenville**

**PAYMENT MUST BE IN THE FORM OF:**

Cash, Certified Check or Money Order

Payable to: "Greenville Town Court"

**NO PERSONAL OR BUSINESS CHECKS**

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DATE OF FILING: \_\_\_\_\_

AMOUNT OF CLAIM: \_\_\_\_\_

PLAINTIFF : (YOU)      NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_

DEFENDANT (PERSON YOU ARE SUING) NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_

DESCRIBE REASON FOR YOUR CLAIM: \_\_\_\_\_

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**\*\*PLEASE BRING ALL DOCUMENTS ON YOUR SCHEDULED COURT DATE TO PROVE  
YOUR CLAIM\*\***

**A SMALL CLAIMS BOOKLET SUPPLIED BY COURT: READ YOUR BOOKLET!!!**