

STATE OF WYOMING ) IN THE CIRCUIT COURT  
 ) ss  
COUNTY OF \_\_\_\_\_ ) \_\_\_\_\_ JUDICIAL DISTRICT

Plaintiff: \_\_\_\_\_ , ) Case Number \_\_\_\_\_  
(Person or Entity Asserting a Right to Money) )  
 )  
vs. )  
 )  
Defendant: \_\_\_\_\_ . )  
(Person or Entity Alleged to Owe Money) )

---

## SMALL CLAIMS SUMMONS

---

**YOU ARE HEREBY SUMMONED** to appear before the Court on \_\_\_\_\_  
\_\_\_\_\_, 20\_\_ at \_\_\_\_\_ a.m./p.m. at the \_\_\_\_\_ County Circuit Court  
\_\_\_\_\_, Wyoming, for a hearing on the Plaintiff's  
Small Claims action. The Plaintiff claims to be owed money by the Defendant. A Small Claims  
Affidavit with more information is attached to this Summons.

The Plaintiff is required to appear at this hearing.

The Plaintiff and the Defendant are both instructed to bring their witnesses and documents to the  
hearing.

You are asked to tell the Court if you plan to take part in the hearing. You can do this by calling  
the Circuit Court Clerk's Office at \_\_\_\_\_ the business day before the hearing.

**If the Defendant does not take part in or appear at the hearing, judgment may be entered as  
requested in the Plaintiff's Small Claims Affidavit.**

This Summons and the Small Claims Affidavit will be served on the Defendant:

- ☐ by certified mail to \_\_\_\_\_.
- ☐ by a Sheriff or process server.

DO NOT serve the Defendant BEFORE: \_\_\_\_\_

DO NOT serve the Defendant AFTER: \_\_\_\_\_

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

---

JUDGE/MAGISTRATE/CLERK