

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 _____ 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