



Samples

Request for Dismissal (if needed)

CIV-110

ATTORNEY OR PARTY WITHOUT ATTORNEY NAME: Paul Sample FIRM NAME: STREET ADDRESS: 2036 Donner Dr. CITY: Sacramento TELEPHONE NO.: 916-123-4567 EMAIL ADDRESS: ATTORNEY FOR (Name): In Pro Per	STATE BAR NUMBER: FOR COURT USE ONLY STATE: CA ZIP CODE: 95826 FAX NO.:
SUPERIOR COURT OF CALIFORNIA, COUNTY OF SACRAMENTO STREET ADDRESS: 720 Ninth Street MAILING ADDRESS: 720 Ninth Street CITY AND ZIP CODE: Sacramento, CA 95814 BRANCH NAME: Civil	
PLAINTIFF/PETITIONER: Paul Sample DEFENDANT/RESPONDENT: Peter Perpetrator and DOES 1-10	
REQUEST FOR DISMISSAL	
A conformed copy will not be returned by the clerk unless this form may not be used for dismissal of a derivative class action. (Cal. Rules of Court, rules 3.760 and 3.770.)	
1. TO THE CLERK: Please dismiss this action as follows. a. (1) <input type="checkbox"/> With prejudice (2) <input checked="" type="checkbox"/> Without prejudice (3) <input type="checkbox"/> Without prejudice and with the court retaining jurisdiction (Code Civ. Proc. § 664.6) b. (1) <input type="checkbox"/> Complaint (2) <input type="checkbox"/> Petition (3) <input type="checkbox"/> Cross-complaint filed on (date): by (name): (4) <input type="checkbox"/> Cross-complaint filed on (date): (5) <input type="checkbox"/> Entire action of all parties and all causes (6) <input checked="" type="checkbox"/> Other (specify): DOES 1-10 ONLY	
2. (Complete in all cases except family law cases.) The court <input checked="" type="checkbox"/> did <input type="checkbox"/> did not waive court fees and costs for a party in this case. (This information may be obtained from the clerk. If court fees and costs were waived, the declaration on the back of this form must be completed.) Date: 5/23/2021 Paul Sample (TYPE OR PRINT NAME OF <input type="checkbox"/> ATTORNEY <input checked="" type="checkbox"/> PARTY WITHOUT ATTORNEY) * If dismissal requested is of specified parties only, or specified causes of action only, or of specified cross-complaints only, so state and identify the parties, causes of action, or cross-complaints to be dismissed.	
3. TO THE CLERK: Consent to the above dismissal is hereby given. Date: (TYPE OR PRINT NAME OF <input type="checkbox"/> ATTORNEY <input checked="" type="checkbox"/> PARTY WITHOUT ATTORNEY) (SIGNATURE) Attorney or party without attorney for <input checked="" type="checkbox"/> Plaintiff/Petitioner <input type="checkbox"/> Defendant/Respondent <input type="checkbox"/> Cross-Complainant	
4. <input type="checkbox"/> Dismissal entered as requested on (date): 5. <input type="checkbox"/> Dismissal entered 6. <input type="checkbox"/> Dismissal not entered 7. a. <input type="checkbox"/> Attorney or party b. <input type="checkbox"/> Attorney or party Date: Clerk, by Deputy	

REQUEST FOR DISMISSAL

Page 1 of 2

Form Adopted for Mandatory Use
Judicial Council of California
CIV-110 (Rev. January 1, 2025)

Code of Civil Procedure, § 581 et seq.;
Government Code, § 68637(c); Cal. Rules of Court, rule 3.139G
www.courts.ca.gov

Request for Dismissal (CIV-110) (page 1)



Request for Entry of Default and Court Judgment

CIV-100

<p>ATTORNEY OR PARTY WITHOUT ATTORNEY: NAME: Paul Sample FIRM NAME: STREET ADDRESS: 2038 Donner Dr. CITY: Sacramento TELEPHONE NO.: 916-123-4567 E-MAIL ADDRESS: ATTORNEY FOR (name): In Pro Per</p>	<p>FOR COURT USE ONLY</p>
<p>SUPERIOR COURT OF CALIFORNIA, COUNTY OF Sacramento STREET ADDRESS: 720 Ninth Street Sacramento, CA 95814</p>	<p>CASE NUMBER: 34-2020-00123456</p>

1. TO THE CLERK: On the complaint or cross-complaint:
 a. on (date): 1/20/2020
 b. by (name): Paul Sample
 c. Enter default of defendant (names): Paul Perpetrator
 d. I request a court judgment under Code Civ. Proc., § 585(a).
 e. Enter clerk's judgment:
 (1) for restitution of the premises only and issue a writ of execution on the judgment. Code of Civil Procedure section 1174(c) does not apply. (Code Civ. Proc., § 1169.)
 (2) under Code of Civil Procedure section 585(a). (Complete the declaration under Code Civ. Proc., § 585.5 on the reverse (item 5).)
 (3) for default previously entered on (date):

2. Judgment to be entered.

Amount	Balance
a. Demand of complaint	\$ 15,000.00
b. Statement of damages*	
(1) Special	\$
(2) General	\$
c. Interest	\$ 3,312.66
d. Costs (see reverse)	\$ 445.00
e. Attorney fees	\$
f. TOTALS	\$ 18,757.66

g. Daily damages were demanded in complaint at the rate of: \$ per day beginning (date):
 (* Personal injury or wrongful death actions; Code Civ. Proc., § 425.11.)

3. (Check if filed in an unlawful detainer case.) Legal document assistant or unlawful detainer assistant information is on the reverse (copy).

Date: 5/23/2021

Paul Sample (TYPE OR PRINT NAME) Signature

FOR COURT USE ONLY (1) Default entered as requested on (date):
 (2) Default NOT entered as requested (state reason):
 Clerk, by , Deputy

REQUEST FOR ENTRY OF DEFAULT
(Application to Enter Default)

Code of Civil Procedure, §§ 585-587, 1169
www.courts.ca.gov

Request for Entry of Default (CIV-100) (page 1)



Your name and the defendant's name as they appear on the complaint.

CIV-100

Plaintiff/Petitioner: Paul Sample Defendant/Respondent: Peter Perpetrator and DOES 1-10	CASE NUMBER: 34-2020-00123456
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4. Legal document assistant or unlawful detainer assistant (Bus. & Prof. Code, § 6400 et seq.). A legal document assistant or unlawful detainer assistant did did not for compensation give advice or assistance with this form. If declarant has received any help or advice for pay from a legal document assistant or unlawful detainer assistant, state:

a. Assistant's name: Check "did not."

b. Street address, city, and zip code:

c. Telephone no.:

d. County of registration:

e. Registration no.:

f. Expires on (date):

5. Declaration under Code Civ. Proc., § 585.5 (for a contract or installment sale for goods or services subject to Civ. Code, § 1801 et seq. (Unruh Act)). This action

a. is is not on a contract or installment sale for goods or services subject to Civ. Code, § 1801 et seq. (Unruh Act).

b. is is not on a conditional sales contract subject to Civ. Code, § 2981 et seq. (Rees-Levering Motor Vehicle Sales and Finance Act).

c. is is not on an obligation for goods, services, loans, or extensions of credit subject to Code Civ. Proc., § 395(b).

6. Declaration of mailing (Code Civ. Proc., § 587). A copy of this Request for Entry of Default was

a. not mailed to the following defendants, Check box next to 6b and insert date of mailing, name of defendant, and address where served. by (names):

b. mailed first-class, postage prepaid, in a sealed envelope addressed to each defendant's attorney of record or, if none, to each defendant's last known address as follows:

(1) Mailed on (date): 5/23/2021

(2) To (specify names and addresses shown on the envelope):
Peter Perpetrator
11 Main St. #22
Sacramento, CA 95814

I declare under penalty of perjury that the foregoing items 4, 5, and 6 are true and correct.

Date: 5/23/2021 Print name and date.

Paul Sample
(TYPE OR PRINT NAME)

Signature
(SIGNATURE OF DECLARANT)

7. Memorandum of costs (required if money judgment requested). Costs and disbursements are as follows (Code Civ. Proc., § 1033.5):

a. Clerk's filing fees	\$ 385.00
b. Process server's fees	\$ 80.00
c. Other (specify):	\$
d.	\$
e. TOTAL	\$ 445.00

f. Costs and disbursements are waived.

g. I am the attorney, agent, or party who claims these costs. To the best of my knowledge and belief this memorandum of costs is correct and these costs were necessarily incurred in this case.

Amount paid for filing and process server fees; total.

I declare under penalty of perjury that the foregoing item 7 is true and correct.

Date: 5/23/2021 Print name and date.

Paul Sample
(TYPE OR PRINT NAME)

Signature
(SIGNATURE OF DECLARANT)

CIV-100 (Rev. January 1, 2023) REQUEST FOR ENTRY OF DEFAULT Page 2 of 3

Request for Entry of Default (CIV-100) (page 2)



CIV-100

Plaintiff/Petitioner: Paul Sample Defendant/Respondent: Peter Perpetrator and DOES 1-10	CASE NUMBER: 34-2020-00123456
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8. Declaration of nonmilitary status (required for a judgment).

No defendant/respondent named in item 1c is in the military service of the United States as defined by either the Servicemembers Civil Relief Act (see 50 U.S.C. § 3911(2)) or California Military and Veterans Code sections 400 and 402(f).

I know that no defendant/respondent named in item 1c is in the U.S. military service because (check all that apply):

- a. the search results that I received from <https://scra.dmdc.osd.mil/> say the defendant/respondent is not in the U.S. military service.
- b. I am in regular communication with the defendant/respondent and know that they are not in the U.S. military service.
- c. I recently contacted the defendant/respondent, and they told me that they are not in the U.S. military service.
- d. I know that the defendant/respondent was discharged from U.S. military service on or about (date):
- e. the defendant/respondent is not eligible to serve in the U.S. military because they are:
 - incarcerated a business entity
- f. other (specify):

You must verify that the defendant is not currently in the military before obtaining a judgment by default.

Choose the box that explains how you learned that defendant is not in the military.

Note

- U.S. military status can be checked online at <https://scra.dmdc.osd.mil/>.
- If the defendant/respondent is in the military service, or their military status is uncertain, the defendant/respondent is entitled to certain rights and protections under federal and state law before a judgment by default is entered.
- For more information, see <https://selfhelp.courts.ca.gov/military-defaults>.

Request for Entry of Default (CIV-100) (page 3)



Declaration in Support of Default Judgment

1 Paul Sample
2 2036 Donner Drive
3 Sacramento, CA 95826
4 916-123-4567

5 Plaintiff, In Pro Per

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9 SUPERIOR COURT OF CALIFORNIA
10 COUNTY OF SACRAMENTO

11 Paul Sample)
12 Plaintiff(s),)
13 vs.)
14 Peter Perpetrator,)
15 Defendants)

16) Case No.: 34-2011-00012345
17)
18) DECLARATION OF PAUL SAMPLE IN
19) SUPPORT OF APPLICATION FOR
20) DEFAULT JUDGMENT PURSUANT TO
21) CCP §585(d)
22)

23 I, Paul
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29 I, Paul declare that the following is true and correct, and if called as
30 a witness, I could competently testify to the matters hereinafter set forth which are
31 within my personal knowledge:

32 DESCRIPTION OF CASE

33 1. On, or about, March 17, 2009 my car was parked in front of my residence on
34 Donner Drive when Defendant negligently and recklessly lost control of his car
35 causing it to swerve into my car, resulting in heavy damages. As a result of
36 Defendant's negligence my car sustained damages in an amount of \$15,000.00.
37 2. As I only carried liability insurance I was not covered for any damages my
38 vehicle sustained through my insurance company and had to pay out of pocket
39 for the repairs.

40 1
41 Declaration in Support of Judgment

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Declaration in Support of Default Judgment (page 1)



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- 3. Even though I requested insurance information Defendant refused to admit or deny whether he had any insurance coverage in which to pay for the damages to my vehicle.
- 4. I called the police and when they came to the scene it was determined that Defendant was at fault for the damages to my vehicle. Defendant was also cited for traffic violations.
- 5. In an attempt to get my car back up and running I proceeded to get estimates of how much the repairs would cost. Upon receipt of those estimates I sent copies to Defendant, as Defendant lived on my same street and I knew his home address.
- 6. After I had not heard from Defendant in a reasonable amount of time I took my vehicle to the company with the lowest estimate to have the repairs done.
- 7. Defendant has failed and continues to fail to reimburse me for the damages to my vehicle despite numerous demands.

EVIDENCE SUPPORTING JUDGMENT

8. Plaintiff's vehicle and Defendant's vehicle were involved in a collision. Plaintiff's vehicle, a 2010 Honda Accord, was struck by Defendant's vehicle. The damages to Plaintiff's vehicle were so severe that Plaintiff had to pay for the repairs and for a rental vehicle until the Plaintiff's vehicle was repaired, for an approximate amount of \$15,000.00. Attached as Exhibit "A" is a copy of the estimate from AAA Auto Repair, as Exhibit "B" a copy of the estimate from Sac Valley Auto Repair, as Exhibit "C" a copy of the estimate from Nakano's Auto Body Shop, as Exhibit "D" a copy of the invoice for the rental car from Enterprise Rent-A-Car, and as Exhibit "E," a copy of the Police Report which was made at the time of the accident. Plaintiff took the vehicle to Nakano's Auto Body Shop for the repairs as it was the most reasonably priced estimate.

Be sure to clearly describe any Exhibits you are attaching to this declaration.



Explain what you are asking the court to award.

1 Wherefore I am respectfully requesting that the court award to Plaintiff
2 judgment in the principal sum of \$15,000.00 and court costs of \$430.00 for a total
3 judgment of \$15,430.00.

4 I declare under penalty of perjury under the laws of the State of California
5 the foregoing is true and correct.

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8 Dated: May 31, 2011

9 Date Signature

10 Paul Sample
11 Plaintiff, In Pro Per

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Declaration in Support of Judgment

Declaration in Support of Default Judgment (page 3)

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Make an Exhibit page for each document you reference as an Exhibit in your Declaration in Support of Default Judgment.

Exhibit A

Declaration in Support of Default Judgment

Declaration in Support of Default Judgment (page 4-Exhibit A)



Judgment

JUD-100
FOR COURT USE ONLY

ATTORNEY OR PARTY WITHOUT ATTORNEY (Name, state bar number, and address):
 Paul Sample
 2036 Donner Drive
 Sacramento, CA 95826
 TELEPHONE NO.: 916-123-4567 FAX NO. (Optional):

Your name, address and phone number. "In Pro Per" means you are representing yourself.

E-MAIL ADDRESS (Optional):
 ATTORNEY FOR (Name): In Pro Per

SUPERIOR COURT OF CALIFORNIA, COUNTY OF Sacramento
 STREET ADDRESS: 720 Ninth Street
 MAILING ADDRESS: 720 Ninth Street
 CITY AND ZIP CODE: Sacramento, CA 95814
 BRANCH NAME: Civil

Court name, address, and branch.

PLAINTIFF: Paul Sample
 DEFENDANT: Peter Perpetrator

Check "By Court" and "By Default"

Your name and the defendant's name as they appear on the complaint.

By Clerk By Default After Court Trial
 By Court On Stipulation Defendant Did Not Appear at Trial

CASE NUMBER: 34-2011-00012345
 Case Number

JUDGMENT

BY DEFAULT

a. Defendant was properly served with a copy of the summons and complaint.
 b. Defendant failed to answer the complaint or appear and defend the action within the time allowed by law.
 c. Defendant's default was entered by the clerk upon plaintiff's application.
 d. **Clerk's Judgment** (Code Civ. Proc., § 585(a)). Defendant was sued only on a contract or judgment of a court of this state for the recovery of money.
 Court Judgment (Code Civ. Proc., § 585(b)). The court entered judgment based on:
 (1) plaintiff's testimony and other evidence.
 (2) plaintiff's written declaration (Code Civ. Proc., § 585(b)(2)).

Check 1, "By Default," 1e, "Court Judgment," & 1e(2), "plaintiff's written declaration."

2. **ON STIPULATION**

a. Plaintiff and defendant agreed (stipulated) that a judgment be entered in this case. The court approved the stipulated judgment and
 b. the signed written stipulation was filed in the case.
 c. the stipulation was stated in open court. the stipulation was stated on the record.

3. **AFTER COURT TRIAL**. The jury was waived. The court considered the evidence.

a. The case was tried on (date and time):
 before (name of judicial officer):

b. Appearances by:

<input type="checkbox"/> Plaintiff (name each):	<input type="checkbox"/> Plaintiff's attorney (name each):
(1)	(1)
(2)	(2)
<input type="checkbox"/> Continued on Attachment 3b.	
<input type="checkbox"/> Defendant (name each):	<input type="checkbox"/> Defendant's attorney (name each):
(1)	(1)
(2)	(2)
<input type="checkbox"/> Continued on Attachment 3b.	

c. Defendant did not appear at trial. Defendant was properly served with notice of trial.

d. A statement of decision (Code Civ. Proc., § 632) was not was requested.

JUDGMENT

Form Approved for Optional Use
 Judicial Council of California
 JUD-100 (New January 1, 2002)

Page 1 of 2
 Code of Civil Procedure, §§ 585, 664.5

Judgment (JUD-100) (page 1)



Your name and the defendant's name as they appear on the complaint

Case Number

PLAINTIFF: Paul Sample
 DEFENDANT: Peter Perpetrator

34-2011-00012345

JUDGMENT IS ENTERED AS FOLLOWS BY: THE COURT THE CLERK

4. **Stipulated Judgment.** Judgment is entered according to the stipulation of the parties.

5. **Parties.** Judgment is

a. for plaintiff (name each): Paul Sample and against defendant (names): Peter Perpetrator
 Continued on Attachment 5a.

b. for defendant (name each):

c. for cross-complainant (name each): and against cross-defendant (name each):
 Continued on Attachment 5c.

d. for cross-defendant (name each):

Check "The Court"

6. **Amount.**

a. Defendant named in item 5a above must pay plaintiff on the complaint:

(1) <input checked="" type="checkbox"/> Damages	\$ 15,000
(2) <input checked="" type="checkbox"/> Prejudgment interest at the annual rate of 10 %	\$ 3312.66
(3) <input type="checkbox"/> Attorney fees	\$
(4) <input checked="" type="checkbox"/> Costs	\$ 430
(5) <input type="checkbox"/> Other (specify):	\$
(6) TOTAL	\$ 18,742.66

b. Plaintiff to receive nothing from defendant named in item 5b.
 Defendant named in item 5b to recover costs \$ and attorney fees \$

c. Cross-complainant named in item 5c above must pay cross-complainant on the cross-complaint:

(1) <input type="checkbox"/> Damages	\$
(2) <input type="checkbox"/> Prejudgment interest at the annual rate of %	\$
(3) <input type="checkbox"/> Attorney fees	\$
(4) <input type="checkbox"/> Costs	\$
(5) <input type="checkbox"/> Other (specify):	\$
(6) TOTAL	\$

d. Cross-complainant to receive nothing from cross-defendant named in item 5d.
 Cross-defendant named in item 5d to recover costs \$ and attorney fees \$

7. Other (specify):

Date: _____
JUDICIAL OFFICER

Date: _____
 Clerk, by _____, Deputy

CLERK'S CERTIFICATE (Optional)
 I certify that this is a true copy of the original judgment on file in the court.

Date: _____
 Clerk, by _____, Deputy

JUD-100 (Rev. January 1, 2008) Page 2 of 2

JUDGMENT

Check 5a and insert your name and the Defendant's name as they appeared on the Complaint.

Check 6a, 6(1), 6(2), and 6(4) and insert amount of damages demanded in the Complaint, interest, and amount of costs expended. Enter total by 6(6).

Judgment (JUD-100) (page 2)