

Attorney or Unrepresented Party (name, address and phone no.):      California Bar No.:	
<b>SUPERIOR COURT OF CALIFORNIA, COUNTY OF TUOLUMNE</b> 12855 Justice Center Drive, Sonora, CA 95370 Phone: (209) 533-5555	
Plaintiff(s)	
Defendant(s)	
<input type="checkbox"/> Counter	<b>CIVIL AT ISSUE MEMORANDUM</b>
	Case No.:

1. I hereby represent to the court that all essential parties have:
- a.  been served with process or appeared and this action is at issue as to all such parties.
  - b.  not been served with process or appeared and this action is not at issue as to all such parties.

2. Calendaring information (IF ITEM 1a IS CHECKED, ITEMS 2a-h MUST ALL BE COMPLETED, OR AT ISSUE MEMORANDUM WILL NOT BE FILED.):

	NO	YES
a. Is a jury demanded? (No jury for short causes.)	<input type="checkbox"/>	<input type="checkbox"/>
b. Is this action entitled to legal preference for setting? If so, give code section: _____	<input type="checkbox"/>	<input type="checkbox"/>
c. Is this case suitable for arbitration? If not, state reasons. _____ _____	<input type="checkbox"/>	<input type="checkbox"/>
d. Do you elect case to be placed on arbitration hearing list?	<input type="checkbox"/>	<input type="checkbox"/>
e. Do the parties stipulate to the case being placed on the arbitration hearing list? (Note: Separate written stipulation must be filed with the clerk.)	<input type="checkbox"/>	<input type="checkbox"/>
f. Do you request a court reporter? (See local Rules for payment guidelines.)	<input type="checkbox"/>	<input type="checkbox"/>
g. Estimated time for trial: _____ <input type="checkbox"/> hours <input type="checkbox"/> days		
h. Date of last settlement attempt: _____		

3. Attorney and any party unrepresented by an attorney (Item 3a must be completed for party filing.)
- a. Name and Address: \_\_\_\_\_
  1. Telephone number: \_\_\_\_\_
  2. Attorney appearing: \_\_\_\_\_
  3. Representing:       Plaintiff       Petitioner  
                                  Defendant    Respondent
  - Name: \_\_\_\_\_

(Continued on reverse side)

**CIVIL AT ISSUE MEMORANDUM**

b. Name and Address:

1. Telephone number: \_\_\_\_\_

2. Attorney appearing: \_\_\_\_\_

3. Representing:  Plaintiff  Defendant  
 Other

Name: \_\_\_\_\_

c. Name and Address:

1. Telephone number: \_\_\_\_\_

2. Attorney appearing: \_\_\_\_\_

3. Representing:  Plaintiff  Defendant  
 Other

Name: \_\_\_\_\_

d. Name and Address:

1. Telephone number: \_\_\_\_\_

2. Attorney appearing: \_\_\_\_\_

3. Representing:  Plaintiff  Defendant  
 Other

Name: \_\_\_\_\_

I represent to the court that no amended or supplemental petition, complaint or cross-complaint, or other affirmative pleading remains unanswered; that to my knowledge no other parties will be served with a summons prior to the time of trial; and I know of no further pleading to be filed. I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and this declaration is executed on (date) \_\_\_\_\_, at \_\_\_\_\_, California.

Signature: \_\_\_\_\_

**ANY PARTY NOT IN AGREEMENT WITH THE INFORMATION CONTAINED HEREIN SHALL, WITHIN TEN DAYS AFTER SERVICE OF THIS AT ISSUE MEMORANDUM, SERVE AND FILE A COUNTER AT ISSUE MEMORANDUM.**

**PROOF OF SERVICE BY MAIL**

I am over the age of eighteen, not a party to the cause, and not a resident or employed in the county where the mailing took place. I served a copy of the foregoing by placing a true copy, enclosed in a sealed envelope with postage fully prepaid, in the United States mail as follows:

Date of deposit: \_\_\_\_\_ Place of deposit: \_\_\_\_\_

To the address(es) as shown in Item 3, excluding item 3A,

My  residence  business address is: \_\_\_\_\_  
\_\_\_\_\_

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and this declaration is executed on (date) \_\_\_\_\_, at \_\_\_\_\_, California.

\_\_\_\_\_  
(Type or Print Name)

\_\_\_\_\_  
Signature

(Continued from reverse side)

**CIVIL AT ISSUE MEMORANDUM**