

STATE OF INDIANA )  
 ) SS:  
COUNTY OF MARION )

IN THE SMALL CLAIMS COURT OF  
Pike Township  
5665 Lafayette Rd, Ste. B  
Indianapolis, In 46254  
Phone: 317-293-1842  
Fax: 317-290-8319

Plaintiff (name, address, phone),

Cause No. 49K05-\_\_\_\_\_

vs.

**NOTICE OF CLAIM for Possession of Real Estate**

Select type of service requested:

- Personal by Constable
- Certified mail

Defendant (name, address, phone).

On \_\_\_/\_\_\_/\_\_\_ the Plaintiff rented to the Defendant the premises located at (print address) \_\_\_\_\_  
\_\_\_\_\_ in Marion County, Indiana at a rent of \$ \_\_\_\_\_ per week/month (circle)  
and that on \_\_\_/\_\_\_/\_\_\_ this tenancy expired because: \_\_\_\_\_  
Ever since \_\_\_/\_\_\_/\_\_\_, the Plaintiff has been entitled to the possession of this premises. That the Defendant  
unlawfully hold over and retains possession of these premises from the Plaintiff and owes damages in the  
amount of \$ \_\_\_\_\_, WHEREFORE, Plaintiff demands judgment for the possession of the premises and for  
said damages, court cost(s) and other proper relief. (Attach document(s) that support the above statements.)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Attorney or Pro Se Party

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**TO ANY CONSTABLE OF THIS TOWNSHIP:** You are hereby commanded to summon the above defendant(s) to  
appear before me in court on \_\_\_\_\_ at \_\_\_\_\_ o'clock \_\_\_\_M. to answer the Plaintiff in  
a trial or hearing on the above claim and to make due return of this Notice of Claim for Possession of Real  
Estate. Set for Damage Hearing on \_\_\_\_\_ at \_\_\_\_\_ o'clock \_\_\_\_M.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Judge

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**CONSTABLE'S RETURN OF SERVICE OF NOTICE OF CLAIM FOR POSSESSION OF REAL ESTATE:**

I certify that on \_\_\_\_\_:

- I served this Notice of Claim by delivering a copy to the Defendant.
- I served this Notice of Claim by leaving a copy:
  - at the dwelling or usual place of abode of the Defendant; OR
  - with a person of suitable age and discretion residing therein, namely \_\_\_\_\_.
- AND
- by mailing a copy of this Notice of Claim to the Defendant, by First Class Mail, to the address listed on the Notice of Claim (date copy mailed if different from below: \_\_\_\_\_, 20\_\_).
- Service remarks concerning dwelling or abode: \_\_\_\_\_.
- I was unable to serve this Notice of Claim because \_\_\_\_\_.

\_\_\_\_\_  
Constable

**CERTIFICATION OF VENUE BY PRO-SE LITIGANT**

Small Claim Rule 12 (A) (2) provides that proper venue in a Marion County Small Claims Court for a non-landlord tenant matter shall be in the township where the transaction or occurrence took place, where the obligation was incurred or is to be performed, or when a defendant resides or is employed at the time the complaint is filed.

Small Claims Rule 12 (A) (3) provides that the proper venue for any landlord and tenant claim, including but not limited to a claim for rent, possession of real estate, return of property, return of security deposit or for damages filed in a Marion County Small Claims Court shall be in the township court where the real estate is located.

I, \_\_\_\_\_ certify that the Pike Township of Marion County Small Claims Court is the court of correct venue for the claim I wish to file against

\_\_\_\_\_ because:

\_\_\_\_\_ Pike Township is the township in which the transaction took place;

\_\_\_\_\_ Pike Township is the township in which occurrence took place;

\_\_\_\_\_ Pike Township is the township in which the obligation was incurred;

\_\_\_\_\_ Pike Township is the township in which the obligation is to be performed;

\_\_\_\_\_ Pike Township is the township wherein the defendant resides at the time the claim is filed;

\_\_\_\_\_ Pike Township is the township wherein the defendant is employed at the time the claim is filed;

\_\_\_\_\_ The claim I wish to file is based upon a landlord tenant relationship and the real estate that is the subject of this relationship is located in Lawrence Township

Date: \_\_\_\_\_

\_\_\_\_\_  
SIGNATURE OF PRO-SE LITIGANT

\_\_\_\_\_  
NAME OF PRO-SE LITIGANT PRINTED