

MOHAVE COUNTY JUSTICE COURT

If you want to file a...

**SMALL CLAIMS
COUNTERCLAIM**

MOHAVE COUNTY JUSTICE COURT

A counterclaim is a claim made by the defendant against the plaintiff. A counterclaim should be filed at the same time the defendant's answer is filed (Refer to the Small Claims Answer packet). **If you have already filed an answer**, you will have to pay a filing fee to file a counterclaim.

If the amount of your **counterclaim exceeds \$3500.00**, the case will be **transferred to the civil division of the justice court**. If the amount of the counterclaim **exceeds \$10,000** the case will be **transferred to the Superior Court**.

Please STOP...

	If you have not yet received a small claims complaint and you have not filed an Answer to the complaint
	If there has already been a judgment rendered.

Please PROCEED...

	If you are within the prescribed time limit of filing a Counterclaim and are filing an Answer.
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FORMS Needed: *(Click on the form name in the table below to download the form)*

	Small Claims Counterclaim/Reply to Counterclaim
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INSTRUCTIONS:

- 1) Complete the form(s)
- 2) Make copies of the answer form and counterclaim form. The court will require an original of each and you may wish to have copies; additionally each named plaintiff will need a copy.
- 3) File papers with the court clerk
- 4) Pay the answer fee. There is no fee for the counterclaim if it is filed at the same time as the counterclaim.
- 5) Mail the copies to the plaintiff(s).

IT IS IMPORTANT THAT ALL PARTIES KEEP THE COURT APPRISED OF ANY CHANGE IN ADDRESS A NOTICE OF CHANGE OF ADDRESS form must be filed with the court when a party changes their address.

Visit us at www.mohavecourts.az.gov/Justice/JCSS_Home.html for additional filing information and online form