

STATE OF VERMONT

SUPERIOR COURT

Unit

CIVIL DIVISION

Case No. _____

Plaintiff(s)

vs. Defendant(s)

NOTICE OF APPEARANCE FOR SELF-REPRESENTED PARTY

My Name is: (print name) _____

In this case I am the: Plaintiff Defendant Other _____

I do not have an attorney and will represent myself. If I decide to be represented by an attorney in the future, my attorney will notify the court of the change.

In representing myself, I understand that I MUST:

- 1. Notify the court in writing of any changes in my mailing address, phone number, or email address.
- 2. Give or send copies of any papers I file with the court to every other party in this case. If another party has an attorney, I will give or send copies to that party's attorney.
- 3. File a certificate of service with the court certifying that I have sent the papers I am filing (including this form) to all parties. I understand that I can find that form on the Vermont Judiciary website <https://www.vermontjudiciary.org/> or at the courthouse.

Court Notices and Orders

I understand that the court will send all notices and orders to me at the mailing address provided below.

Documents from Other Parties in the Case

I understand that the other parties in the case are required to provide me with a copy of all documents they file with the court. If I consent, the other parties may send me documents by email instead of by mail.

I consent to receive documents from the other parties at the email provided below:

YES NO

My Mailing Address:

Signature: _____ Name (print or type): _____

Address: _____ Date: _____

Home/Cell Phone: _____ Work Phone: _____

E-Mail Address: _____