

State of Minnesota

County _____

District Court

Judicial District: _____
Court File Number: _____
Case Type: _____

Plaintiff/Petitioner

and

Defendant/Respondent

Date Case Filed: _____

**Certificate of Representation
and Parties**

(Minn. Gen. R. Prac. 104(a))

This Certificate must be filed pursuant to Rule 104(a) of the General Rules of Practice for the District Courts if the case is a family case or a civil case listed in Minn. Gen. R. Prac. 111.01. **If information is not then known to the filing party at the time of filing, it shall be provided to the Court Administrator in writing by the filing party within seven (7) days of learning the information.** Any party impleading additional parties shall provide the same information to the Court Administrator. The Court Administrator shall, upon receipt of the completed certificate, notify all parties or their lawyers, if represented by counsel, of the date of filing the action and the file number assigned.

ATTORNEY FOR PLAINTIFF/PETITIONER

ATTORNEY FOR DEFENDANT/ RESPONDENT

Name

Name

Postal Address

Postal Address

City State Zip Code

City State Zip Code

() _____
Telephone Number

() _____
Telephone Number

E-mail address

E-mail address

Minnesota Attorney License No.

Minnesota Attorney License No.

PLAINTIFF/PETITIONER, Self-represented

DEFENDANT/RESPONDENT, Self-represented

Name

Name

Postal Address

Postal Address

City State Zip Code

City State Zip Code

()

Telephone Number

()

Telephone Number

E-mail address

E-mail address

(Attach additional sheets for additional attorneys / parties)

Note: If either Plaintiff/Petitioner or Defendant/Respondent gets an attorney, the attorney's name, address, telephone number and attorney ID number must be given in writing to the Court Administrator immediately.