

State of Minnesota

District Court

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

Plaintiff / Petitioner (first, middle, last)

**Certificate of Representation
and Parties**

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

and

Defendant / Respondent (first, middle, last)

Date Case Filed: _____

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

Email Address

Email Address

Minnesota Attorney License Number

Minnesota Attorney License Number

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

Email Address

Email 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.