

2. File a written answer to all other claims made in the attached complaint **within 20 days** after the date this summons was served on you. An answer form (CIV-735) and instructions (CIV-720 booklet) are available from your local court clerk and on the court's website at ak-courts.info/forms. Within the same 20-day time limit, you must also serve a copy of your answer on the plaintiff's attorney or the plaintiff (if unrepresented):

Name: _____

Address: _____

Email: _____

[Note to plaintiff: by providing an email here, you agree to receive court paperwork by email instead of regular mail.]

If you do not file a **written** answer, the court may enter a default judgment against you for the relief asked for in the complaint. This may include back rent, payment for damages done to the property, and the costs of bringing this court case.

3. If you do not have an attorney, tell the court and all other parties in this case, in writing, of your current mailing address (and email address, if you want to receive court papers by email). If there are any changes to your contact information after you file your answer, file *Notice of Change of Contact Information* (form TF955), available from the court clerk or online at ak-courts.info/tf955. The court and the plaintiff will send documents to your most recent mailing address or email address on file. This may include notices of hearings, court orders, judgments, etc. If you do not update your contact information, you may not receive these important papers.

This case has been assigned to Judge _____. For the eviction hearing only, the case may be assigned to a different judge.

(SEAL)

CLERK OF COURT

Date

Deputy Clerk

Eviction Diversion Program

Post-Filing Information Sheet



Your landlord has started a court case to evict you. The court has scheduled a hearing for your court case. At this hearing, the judge will decide if you need to move out. The landlord has sent you a **Complaint** and **Summons**.

- The **Complaint** tells you the reason the landlord wants to evict you and if the landlord claims you owe them money (such as for back rent or damage to the property).
- The **Summons** tells you when and where your eviction hearing will be and the time you have to file a written Answer to the landlord's claims.

Do not ignore your eviction case.

Act



If you do not do anything, you will probably lose your case.
But you have options:

- Talk to your landlord and try to work out an agreement,
- Move out and tell your landlord that you moved out, or
- Go to court for all your hearings and tell the judge your side.

It is always a good idea to get legal information and advice.

Learn



Get **free** legal information from the court's webpage:
visit ak-courts.info/housing or scan the QR code.



Get **free** legal advice from volunteer lawyers with Alaska Legal Services Corporation's (ALSC) **Landlord-Tenant Helpline:**

855-743-1001

Monday – Thursday
6:00 p.m. – 8:00 p.m.

If you think you may qualify for ALSC services, apply at 888-478-2572 or alsc-law.org/apply-for-services