

RESPONSE TO MOTION PACKET

FOR CIVIL CASES

This packet has the forms you need in order to respond to a motion made by a party in the case.

<i>Form Number</i>	<i>Form Name</i>
WHERE CAN I FIND INSTRUCTIONS?	
<u>CIV-809</u>	<p>Instructions are available online at: https://public.courts.alaska.gov/web/forms/docs/civ-809.pdf Printed copies are available for customers with limited or no internet access.</p>
WHAT IS INCLUDED IN THIS PACKET?	
<u>CIV-810</u>	Response to Motion
<u>CIV-820</u>	Proposed Order on Motion
OTHER INFORMATION	
<u>Court Rules</u>	<p>The procedure for responding to motions is governed by the Alaska Rules of Court. The main rule about motions and responses is Civil Rule 77. Other important rules are Civil Rule 5 about serving copies on other parties; Civil Rule 6 about how time limits are calculated; and Civil Rule 7(b) about the form of motions and other papers. The Alaska Rules of Court are available for review at all state courts, court law libraries, city libraries, and on the Alaska Court System's website at: http://www.courts.alaska.gov/rules/index.htm.</p>
If you need help with your case, you should talk to a lawyer.	<p>Court staff may inform you in general terms about court procedures, court rules, court records, and forms. However, court staff must remain neutral and impartial, and are not allowed to give legal advice. Court staff <u>cannot</u>:</p> <ul style="list-style-type: none"> • Advise you how statutes and rules apply to your case; • Tell you whether the documents you prepare properly present your case; • Tell you what the best procedures are to accomplish your objective; or • Interpret laws for you.

**November 2015
Alaska Court System**

The statutes, court rules and forms in this packet are available on the court's website: www.courts.alaska.gov/forms.

Person Filing Response:

Name: _____ Daytime Telephone No. _____

Mailing Address: _____

IN THE DISTRICT/SUPERIOR COURT FOR THE STATE OF ALASKA
AT _____

_____) Plaintiff(s),
vs. _____
_____) Defendant(s).
_____)

CASE NO. _____ CI
RESPONSE TO MOTION FOR

[Note: The time limit for filing your response is set in Civil Rule 77(c)(2) and Civil Rule 6. For most motions, you must respond within 10 days if the motion was personally served on you or within 13 days (from the date of mailing) if the motion was mailed to you. Give the original to the court and a copy to the person who filed the motion. Keep a copy for yourself.]

- I do not oppose the motion.
- I oppose the motion for the following reasons (Include any statutes, court rules, court decisions and any facts that support your position):

[Attach extra pages if necessary.]

My proposed order is attached. [Use form CIV-820. State in it exactly what you want the judge to order.]

I certify that all statements in this response and any attachments are true to the best of my knowledge and belief.

_____ Date

_____ Signature

Case Number _____

CERTIFICATE OF SERVICE

[If the opposing party is represented by an attorney, you must serve your response on the attorney rather than on the opposing party.]

I certify that I mailed (by first class mail) or hand-delivered a copy of this response to:

Name of Other Party or Attorney: _____

Address: _____

Date: _____ mailed hand-delivered

Name of Other Party or Attorney: _____

Address: _____

Date: _____ mailed hand-delivered

Name of Other Party or Attorney: _____

Address: _____

Date: _____ mailed hand-delivered

Signature of Person Filing Response

Person Filing Proposed Order:

Name: _____ Daytime Telephone No. _____

Mailing Address: _____

IN THE DISTRICT/SUPERIOR COURT FOR THE STATE OF ALASKA

AT _____

_____)
 _____)
 _____ Plaintiff(s),)
 _____)
 vs.)
 _____)
 _____)
 _____ Defendant(s).)
 _____)

CASE NO. _____ CI

ORDER ON MOTION FOR

It is ordered that:

- The motion is granted.
- The motion is denied.
- A hearing on the motion will be held at _____ Courtroom _____
 (Time and Date)

Further Orders:

Date

Judge's Signature

Type or Print Judge's Name

I certify that on _____
a copy of this order was mailed to (list names):

Clerk: _____