

County Court Jefferson County, Colorado Court Address: 100 Jefferson County Pkwy, Golden, CO 80401  <hr/> Plaintiff(s):  v.  Defendant(s):	<b>COURT USE ONLY</b>
Party Without Attorney (Name and Address):  Phone Number:	Case Number:  Division H      Courtroom 360
<b>NOTICE TO SET HEARING BY TELEPHONE</b>	

Plaintiff(s) or  Defendant(s) will contact the Court on \_\_\_\_\_ (Select a Mon-Thurs date at least 7 days from today.) at **3:00 p.m.** to set a date and time for a hearing in the County Court **Division H/Courtroom 360** at this telephone number: **(720) 772-2449**.

The hearing will take approximately \_\_\_\_\_  hours  minutes and will address the following issues:

- Court Trial
- Possession Hearing
- Hearing
- Other: \_\_\_\_\_

**Notice to Other Party:** If you wish to participate in the setting of the hearing, you must telephone the Division Clerk at the above number at the stated date and time.

Date: \_\_\_\_\_

\_\_\_\_\_  
(Your Signature)

### CERTIFICATE OF SERVICE

I certify that on \_\_\_\_\_ (date) a true and accurate copy of the **NOTICE TO SET HEARING** was served on the other party by:

- Hand Delivery,  E-filed, or  Faxed to this number \_\_\_\_\_ or
- by placing it in the United States mail, postage pre-paid, and addressed to the following:

To: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

\_\_\_\_\_  
(Your signature)