



# Small Claims Court Guidebook (Entrepreneur Magazine's Legal Guide)

*Michael Spadaccini*

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## **Win in Small Claims Court**

This book is designed for you, the business owner. You are more likely than most to either become a defendant in a small claims case or need to bring a small claims case to court. The goal of this book is, quite simply, to help you win. Whether you're going to court to pursue or defend an action or making a demand for payment, there are many steps you can take to achieve the end result you want and we'll review them in detail.

We cover:

- Evaluating your case through research and consultation
- Preparing your case, including identifying free preparation programs
- Procedural matters and their impact
- Pre-litigation maneuvers including settlement techniques, negotiation techniques and drafting final demand letters
- Identifying the proper parties to lawsuits
- Preparing, drafting and filing a complaint
- Organizing and gathering evidence and witnesses
- Delivering the most effective testimony

Sample Forms and Documents on CD-ROM!

- Debtor's Order of Examination
- Debtor's Statement of Assets
- Bad Check Demand Letter
- Letter by Defendant to Plaintiff in a Collections Matter
- Plaintiff's Demand Letter
- Post-Judgment Demand Letters
- Settlement and Compromise Agreement
- Trademark Infringement Demand Letter
- Satisfaction of Judgment Form
- Small Claims Continuance Form
- Writ of Execution Form
- Complaint Form (CA)
- Subpoena (CT)

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#### **Lana Spalding:**

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