

Clerk of the Decatur Circuit Court  
150 Courthouse Square, Room 244  
Greensburg, Indiana 47240  
Phone: (812)663-8223  
Email: [clerk@decaturcounty.in.gov](mailto:clerk@decaturcounty.in.gov)

Decatur Superior Court  
Small Claims Division  
150 Courthouse Square, Room 211  
Greensburg, Indiana 47240  
Magistrate Phone: (812) 222-3804

**SMALL CLAIMS VERIFIED MOTION FOR CONTINUANCE**

CASE NO. 16D01-\_\_\_\_\_

_____ vs. _____ Plaintiff's Name	Defendant's Name
_____ Street and Number	_____ Street and Number
_____ City _____ State _____ Zip	_____ City _____ State _____ Zip
_____ Telephone Number	_____ Telephone Number
_____ *Email	_____ *Email

I am the  Plaintiff/Petitioner,  Defendant/Respondent and request the Court to continue the hearing now scheduled for \_\_\_\_\_, 20\_\_ at \_\_\_\_\_ o'clock \_\_.m., and, to show good reason for such continuance, state under the penalties for perjury as follows:

1. I need a continuance because: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_.

2. I certify that I have or that I will mail or deliver a copy of this motion to the opposing party on today's date. (Failure to do so may be grounds for denial.)

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

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

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**ORDER ON SMALL CLAIMS MOTION FOR CONTINUANCE**

CASE NO. 16D01-\_\_\_\_\_

_____ Plaintiff's Name	vs.	_____ Defendant's Name
_____ Street and Number		_____ Street and Number
_____ City	_____ State	_____ Zip
_____ Telephone Number		_____ Telephone Number
_____ *Email		_____ *Email

The Court, having reviewed the above motion for continuance, now:

- DENIES the motion; case remains as set.
- GRANTS the motion and resets this matter for \_\_\_\_\_, 20\_\_ at \_\_\_\_\_ .m.

SO ORDERED: \_\_\_\_\_

\_\_\_\_\_  
Judge/Magistrate, Decatur Superior Court

Distribution:  
Plaintiff  
Defendant

**CERTIFICATE OF MAILING**

I hereby certify that on the \_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_, I mailed a copy of this notice to each of the defendant(s) \_\_\_\_\_ by certified mail requesting a return receipt addressed to each of said defendant(s) \_\_\_\_\_ at the address(es) furnished by the plaintiff.

DATED: \_\_\_\_\_  
Clerk, Decatur Superior Court

**RETURN OF SERVICE OF NOTICE OF MAIL**

I hereby certify that service of notice with return receipt requested was mailed on the \_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_, and that a copy of return receipt was received on the \_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_, which copy is attached herewith.

DATED: \_\_\_\_\_  
Clerk, Decatur Superior Court

**CERTIFICATE OF CLERK OF NOTICE NOT ACCEPTED BY MAIL**

I hereby certify that on the \_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_, I mailed a copy of this notice to each of the defendant(s) \_\_\_\_\_ by certified mail, and the same was returned without acceptance this \_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_, and I did notify plaintiff by mail this date of such non-delivery.

DATED: \_\_\_\_\_  
Clerk, Decatur Superior Court

**RETURN OF SERVICE OF NOTICE**

I hereby certify that I have served the within notice:

- (1) by delivering on the \_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_, a copy of this notice of claim of each of the within-named defendant(s) \_\_\_\_\_, or
- (2) By leaving on the \_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_ for each of the within-named defendant(s) \_\_\_\_\_, a copy of the notice of claim at the respective dwelling, house or usual place of abode of \_\_\_\_\_ and by mailing a copy of the notice to \_\_\_\_\_ at his last known address.

\_\_\_\_\_  
Sheriff of \_\_\_\_\_ County, Indiana

By \_\_\_\_\_  
Deputy