

SUPERIOR COURT OF THE STATE OF CALIFORNIA  
IN AND FOR THE COUNTY OF CALAVERAS  
P.O. BOX 850, SAN ANDREAS, CA 95249-0850

- "AT-ISSUE" MEMORANDUM REQUESTING A TRIAL BE SET  
 COUNTER "AT-ISSUE" MEMORANDUM

\_\_\_\_\_  
Plaintiff/Petitioner;  
vs.

Case No. \_\_\_\_\_

\_\_\_\_\_  
Defendant/Respondent;

**TO THE CLERK:** I hereby declare that this case  IS or  IS NOT "at-issue". To be "at-issue" all parties must have responded, been dismissed and/or had their default entered and the case is ready for trial.

1. **Nature of the case?** (No "at-issue" permitted in general civil cases, those trials are set at case management):  
 Unlawful Detainer;  Family Law; or  Probate.
2. **Do you demand a Jury Trial?** (Unlawful Detainer only. No jury trials in Family or Probate)  Yes  No
3. **Time estimated for trial?** (Failure to estimate accurately may result in mistrial.)  
(Days or Hours) \_\_\_\_\_
4. **Do you request the court provide a court reporter?**  Yes  No  
(Court reporter availability is limited. See Local Rule 2.7. Reporter fees must be posted before each day)
5. **Is this case entitled to preference in setting?** If so cite code section or date of court order  
\_\_\_\_\_
6. **Dates not available for trial.**  
\_\_\_\_\_
7. **Names and addresses of all parties or their attorneys in this matter.** (you may need to add an additional page)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of party / attorney

**NOTICE**

**The "AT-ISSUE MEMORANDUM" is used to set your court case for trial.**

**Unlawful detainer actions will be set for trial upon receipt of an appropriate "AT-ISSUE MEMORANDUM." In Probate and Family Law matters, any party receiving an "AT-ISSUE MEMORANDUM" who has an objection thereto must serve on all parties and file with the court a "COUNTER-AT-ISSUE MEMORANDUM" within 10 calendar days after the date of mailing above. Thereafter the court may set a mandatory settlement conference and / or case management conference and / or trial date. You will receive notice of any court action in the mail at your last current address as listed in the court file.**

**PROOF OF SERVICE ON REVERSE SIDE OF THIS FORM**

**Declaration of Service by Mail**

I served a completed copy of this document on all parties / attorneys listed under paragraph "7" above, by depositing the copy, sealed in a properly addressed envelope(s), first class postage prepaid, with the United States Postal Service, on the date of \_\_\_\_\_ at the city / town of \_\_\_\_\_, California.

At the time of service stated above, I was at least 18 years of age, not a party to the above titled action, and a citizen of the United States of America. My residence or business mailing address is \_\_\_\_\_

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct. Signed this day \_\_\_\_\_, 20\_\_ at the city / town of \_\_\_\_\_, California.

Signature of Person Who Mailed Notice: \_\_\_\_\_

Printed Name of Person Who Mailed Notice: \_\_\_\_\_