



826 BrooksideAve., Suite C • Redlands • California • 92373 • (909) 335-0155

## Unlawful Detainer Worksheet

### Owner Information:

Name \_\_\_\_\_

Address \_\_\_\_\_

City & State \_\_\_\_\_ Zip Code \_\_\_\_\_

Phone # \_\_\_\_\_ Alternate Phone # \_\_\_\_\_

### Tenant Information:

Name of Tenant \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Phone # \_\_\_\_\_ Alternate Phone # \_\_\_\_\_

Place of Employment \_\_\_\_\_

Bank Accounts (if known) \_\_\_\_\_

Lease/Rent Agreement       Written       Oral

### Eviction Information:

Monthly Rent \_\_\_\_\_ Due Date \_\_\_\_\_

Rent is currently due for the following months \_\_\_\_\_

Total rent due \_\_\_\_\_

Any other costs?  Damages \_\_\_\_\_

Interest \_\_\_\_\_

Attorney's Fees \_\_\_\_\_

Clerk's filing fee \_\_\_\_\_

Process Server's fee \_\_\_\_\_

Other (specify) \_\_\_\_\_

Move in date \_\_\_\_\_ Deposits held       Yes       No

### Defendant was served the following notice:

3-day notice to pay rent or quit

30-day notice to quit

- 60-day notice to quit
- 3-day notice to perform covenants or quit
- 3-day notice to quit
- Other (specify) \_\_\_\_\_

The notice was served by \_\_\_\_\_ On \_\_\_\_\_

At \_\_\_ : \_\_\_ PM AM

The notice was:

Personally given to \_\_\_\_\_

Left a copy with (name & description) \_\_\_\_\_

A person of suitable age & discretion, on (date) \_\_\_\_\_

At defendants \_\_\_\_\_

By posting a copy on the premises on \_\_\_\_\_

AND giving a copy person found residing at the premises AND mailing a copy to defendant at the premises on \_\_\_\_\_

Any other facts that may be helpful:

---



---



---



---



---



---

***DON'T FORGET: Original Rental Agreement, Original Notice (3-day, 30-day), Original Proof of Service of Notice, Copy of Management Agreement, Credit Application.***

**ACKNOWLEDGMENT AND AUTHORIZATION**

I understand that the Legal Document Assistant (LDA) preparing my documents is NOT an attorney, cannot select forms and DOES NOT give legal advice. I hereby direct the Legal Documents Assistant to type and perform certain services as outlined in our discussion(s). I further declare that the foregoing information which I have provided is, to the best of my knowledge, true and correct.

Dated:

\_\_\_\_\_ Signature