

IN THE JUSTICE COURT, DEPARTMENTS ONE AND TWO, OF THE STATE OF MONTANA IN AND FOR  
THE COUNTY OF GALLATIN, BEFORE RICK WEST / BRYAN ADAMS, JUSTICES OF THE PEACE

615 So. 16<sup>TH</sup> AVENUE, ROOM 168, BOZEMAN, MT 59715

406-582-2191

\* \* \* \* \*

\_\_\_\_\_  
Name(s) of Plaintiff(s) )  
\_\_\_\_\_  
Plaintiff(s) )  
vs )  
\_\_\_\_\_  
Name(s) of Defendant(s) )  
\_\_\_\_\_  
Defendant(s) )  
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Case No. CV - \_\_\_\_\_ - \_\_\_\_\_

**PRAECIPE**  
**Instructions to Clerk**

**TO:** CLERK OF JUSTICE COURT, GALLATIN COUNTY

**FROM: Plaintiff's Name:** YOUR Name

**Address:** Mailing Address

**Phone:** Best phone number to reach you

PLEASE FILE THE COMPLAINT AND ISSUE THE SUMMONS. A copy of the summons and complaint in the above-entitled action shall be:

Indicate what you would like the Clerk to do with the copies of the summon(s) and copy of the Complaint, i.e. give to specific process server, call you when it is ready to be picked up, mail back (must include a self addressed stamped envelope).

Dated this \_\_\_\_\_ day of Date Filed, 20\_\_.

YOUR Signature

Signature

*\*Note: Your papers cannot be issued or served if the Praecipe is not signed\**