

BUSINESS AFFIDAVIT NOTICE TO PARTIES IN COUNTY COURT

In accordance with C.R.S. 13-1-127, the following rules shall apply concerning the representation of parties in any court proceeding (including Civil Returns):

1. Business entities of any sort (including not-for-profit corporations, limited liability companies, limited partnership, limited liability partnerships, unincorporated associations etc.) having more than 3 owners or members must be represented by an attorney.
2. For-profit corporations having 3 or fewer shareholders may be represented by an elected officer of the corporation provided the amount at issue is \$25,000.00 or less. They may be represented by a shareholder if the shareholder possesses written authorization of the board of directors.
3. Not-for-profit corporations and unincorporated associations having 3 or fewer members may be represented by an elected officer provided the amount at issue is \$25,000.00 or less. A member may represent the corporation or association with written authorization from the governing board of the organization.
4. General partnerships having 3 or fewer partners may be represented by a general partner provided the amount at issue is \$25,000.00 or less.
5. Limited partnerships and limited liability partnerships having 3 or fewer owners may be represented by a general partner or by an attorney. A limited partner may represent the partnership with the written authorization of the governing board of the partnership provided the amount at issue is \$25,000.00 or less.
6. Limited liability companies having 3 or fewer members may be represented by the elected manager of the company (not a property manager or other employee) provided the amount at issue is \$25,000.00 or less. The limited liability company may be represented by a member with the written authorization of the governing board of the company.
7. Sole proprietorships may be represented by the sole proprietor or by an attorney.
8. In the event the entity is represented by an attorney then the amount by be greater than \$25,000.00 not to exceed the jurisdictional limit of the Court.

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AFFIDAVIT OF REPRESENTATION OF BUSINESS ENTITY

I, **[Owner's Full Legal Name]** _____, am the **[Position/Title of Affiant]** _____ of **[Full Legal Name of Business Entity]** _____. I am submitting this affidavit to the Court as evidence of the authority of **[Name of Representative]** _____, as the duly designated representative of the above-named business entity in legal proceedings.

I hereby swear or affirm under penalties of perjury that the information set forth below is true,
I UNDERSTAND THAT IT IS MY RESPONSIBILITY TO PROVIDE THE COURT WITH AN UPDATED
AFFIDAVIT IF ANY OF THE INFORMATION SET FORTH BELOW CHANGES.

1. The full legal name of the business entity is: _____
2. The entity is the following type of entity [e.g. Corporation, General Partnership, Limited Liability Company, etc.] _____
3. There are _____ owners of the entity.
4. I am an owner, shareholder, member, elected officer, general partner or designated manager of the entity.
5. In accordance with the Articles of Organization, Operating Agreement and by-laws of the entity, the representative named above has been designated as the entity's representative named for purposes of representing the entity in Court proceedings involving claims having a value of \$25,000.00 or less (exclusive of costs, interest or statutory penalties) and shall remain in effect until revoked in writing by the entity or until such time as the entity ceases to qualify as a small business entity as defined by Colorado law.

Dated: _____ Signature of Affiant: _____

Legal Title of Affiant _____

SUBSCRIBED AND SWORN TO BEFORE ME this _____ day of _____, 20_____.

Notary Public/ Deputy Clerk