

JDF 604	Notice and Order to File a Case Cover Sheet	
A. District Court Colorado County: Court Address:	<i>This box is for court use only.</i>	
B. Parties to the Case Plaintiff: Vs. Defendant:	C. Case Details Number: Division/Courtroom:	

To: *(party's name)*

Your initial filings did not include some required paperwork.

1. You must complete and file form *JDF 601 – District Court Civil Cover Sheet*.
2. That form is due within 7-days of this Notice.
3. You can find the form online at [www.coloradojudicial.gov/self-help-forms].
4. This form is required by Colorado Rule of Civil Procedure (C.R.C.P.) 16.1(c). If you do not file this form, the Court may impose sanctions which can include striking your prior filings.

So Ordered

Court Clerk:

Dated: