

COUNTY CIVIL CASE?

Please Click on the Form below that you may need to file with the Court for your case: (other forms may be found in the “Forms” section of the judicial website at www.coloradojudicial.gov)

MONEY--
ANSWER
FORM

BLANK
MOTION

WAIVE THE
FILING FEE

MOTION TO
SET ASIDE
JUDGMENT

EVICITION--
ANSWER
FORM

EVICITION--
UNLIVABLE
CONDITIONS

PROTECTION
ORDER

Have you received a summons in either a county civil money case or an eviction case?

The Court encourages the parties speak with one another to see if any of the issues in the case can be resolved. The contact information for the opposing party or his/her/its attorney may be found on the Complaint you received.

NEITHER PARTY IS REQUIRED TO APPEAR IN PERSON at the date and time listed in the summons. There is NO court hearing on this initial date.

You may not need to file an Answer (a document filed by the Defendant to respond to the allegations in the complaint and to state any claims against the Plaintiff that the Defendant might have) UNLESS you do not agree with the claim. If you disagree with the claim, you must file a written Answer on or before the date listed in the Summons. If you do not file an Answer on or before the date listed in the Summons, the Court may enter a judgment against you for the relief requested in the Complaint.

An Answer must be filled out completely including your name, case number, email address and phone number. You must also indicate a legal defense of the claim stated in the Complaint. Finally, you must send a copy to the filing party.

You may use either of the following methods to file your Answer and pay the filing fee with the Court:

1. Send your Answer and filing fee via US Mail to the following address: PO Box 232 Kiowa, CO 80117.
PLEASE DO NOT SEND CASH. You may check our website for filing fees associated with this filing.
2. File in person at the Courthouse located at 751 Ute Ave Kiowa, CO 80117.

FAQ's

Q What are the Court hours for filing?

A: The Clerk of Court window is open 8:00 a.m. to 4:00 p.m. Monday through Friday. **Eviction** cases – You may E-file your answer by going to this link: <https://coloradojudicial.gov/e-filing-non-attorneys>

Q: I don't understand how to fill out this form?

A: If you have questions about what information a form is asking for, please email 23selfhelp@judicial.state.co.us or call us at 720-437-6112. We cannot tell you what to enter on the form, but we may be able to explain the question in more detail.