County Court Jefferson County, Colorado Court Address: 100 Jefferson County Pkwy, Golden, CO 80401 Plaintiff(s): v. Defendant(s):	**COURT USE ONLY**
Party Without Attorney (Name and Address): Phone Number:	Case Number: Division H Courtroom 360

NOTICE TO SET HEARING BY TELEPHONE

☐Plaintiff(s) or ☐Defendant(s) will contact the Court on _____ (Select a Mon-Thurs date at least 7 days from today.) at **3:00 p.m.** to set a date and time for a hearing in the County Court **Division H/Courtroom 360** at this telephone number: **(720) 772-2449**.

The hearing will take approximately _____ ☐hours ☐minutes and will address the following issues:

- ☐ Court Trial
- ☐ Possession Hearing
- ☐ Hearing
- ☐ Other: _____

Notice to Other Party: If you wish to participate in the setting of the hearing, you must telephone the Division Clerk at the above number at the stated date and time.

Date: _____ _____
(Your Signature)

CERTIFICATE OF SERVICE

I certify that on _____ (date) a true and accurate copy of the ***NOTICE TO SET HEARING*** was served on the other party by:
☐Hand Delivery, ☐E-filed, or ☐Faxed to this number _____ or
☐by placing it in the United States mail, postage pre-paid, and addressed to the following:

To: _____
_____
_____ _____
(Your signature)