

Town of Westfield Justice Court
23 Elm Street
Westfield, NY 14787
Phone: 716-326-6255 Fax: 716-326-6281

Hon. Jerry A. LaPorte, Justice

Hon. James J. Spann, Jr., Justice

COMPLETE THIS FORM TO FILE A SMALL CLAIMS ACTION

To file a small claims case in the Town of Westfield Justice Court, one of the following must apply:

1. Respondent must reside in the Town of Westfield
2. Respondent must be employed within the Town of Westfield
3. Respondent must have a place of business with the Town of Westfield

Filing fees: A filing fee of \$10 is required for a claim up to \$1,000
A filing fee of \$15 is required for a claim over \$1,000 but not exceeding \$3,000

Small claims are for MONEY damages ONLY. There are no awards for emotional distress, pain and suffering. One cannot recover more than \$3,000 in a small claim action in a local court.

Once claim is filed a date will be scheduled between 25-41 days & all parties will be notified in writing.

Please complete the following:

Date Filing: _____

COMPLAINANT: _____
(your name)

RESPONDENTS Name: _____

Mailing address: _____

Mailing
address: _____

Phone: _____

Total amount suing for: _____

In as much detail as possible, itemize below or on a separate piece of paper how you arrived at the "Total Amount Suing for" figure

- | | |
|----------|----------|
| 1. _____ | \$ _____ |
| 2. _____ | \$ _____ |
| 3. _____ | \$ _____ |
| 4. _____ | \$ _____ |
| 5. _____ | \$ _____ |

Total from above \$ _____ PLUS FILING FEE

TOTAL AMOUNT \$ _____