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PLAIN	TIFF/PETITIONER.						
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b. by (na		,					
c	Enter default of de	efendant (nam	os):				
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How to fill out

REQUEST FOR ENTRY OF DEFAULT (Application to Enter Default) CIV-100

DIRECTIONS

- Find the number on the sample form. Example: ①
- Go to the same number below to find out how to fill out the form.
- Type or print in black ink.
- Write the case number where circled above.
- Write your name and address. Also write your phone number, and fax number if you have one.
- 2 If not filled in for you, write "Fresno" after COUNTY OF. Write the address of the court location where you filed your papers.
- Write only your name after Plaintiff, and write the name of the primary or main Defendant.
- Check "Entry of Default" to get an eviction. In most cases if you check this box, also check "Clerk's Judgment."
 - OR check "Court Judgment" if your want the defendant to pay back rent.
- a. Fill in the date the Complaint was filed
 - b. Fill in your name
 - c. Check box c if you checked Entry of Default above for an eviction. List the names of all the defendants.
- d. Check box d if you checked Court Judgment above.
 - e. Check box e if you checked Entry of Default above. Also check box (1) "for restitution of the premises" and check the box below that states: "Include in the judgment all tenants" ONLY if you have served a "prejudgment claim of right to possession."
- If you checked Clerk's Judgment above, leave this section blank. If you checked Court Judgment, fill out this section, but DO NOT fill out lines b or e.
 - a. Under Amount, fill in back rent owed. Subtract Credits acknowledged (if any) to get the Balance.
 - c. If interest has accrued, fill out this line.
 - d. This amount is the same as the total amount listed in Memorandum of Costs (7e) on page two of this Request for Entry of Default. Then add up all lines to get the total (f).
 - g. If you requested daily damages in the Complaint, complete this section.
- 8 Check box 3. Put in the date you signed the form. Type or print your name on the left. Sign your name on the right.
- DO NOT WRITE IN THIS SECTION.

DEFENDANT/RESPONDENT	500000000
	ant (Bus, & Prof. Code, § 6400 et seq.). A legal document assistant for commonsation give advice or assistance with this form, a logal document assistant or unbunful dotainer assistant, state)
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6. Deciaration of mailing (Code Civ. Proc., § 587). A copy	of this Request for Entry of Definal was diffesses are unknown to plainful or plainful's attentiey (number)
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REQUEST FOR ENTRY OF DEFAULT (Application to Enter Default) CIV-100

- page two -

DIRECTIONS

- Find the number on the sample form. Example:
- Go to the same number below to find out how to fill out the form.
- Type or print in black ink.
- Write the case number where circled above.
- 10 Write your name (Plaintiff) vs. the name of the primary or main Defendant. Example: Smith vs. Johnson
- If someone helped you fill out this form and was not paid, check the first box. Check this box even if no one helped you.
 - If someone helped you fill out the form and was paid check the second box.
 - Fill out the rest of this section ONLY if you received help for pay. Write this person's name, address and phone number. After d, write the county where the assistant is registered (example: Fresno). Write their registration number (e) and the date (f) their registration expires (ends).
- Deck box 5. For a, b and c, "is not" is usually checked for all unlawful detainer cases.
- Do not check box a. Check box b instead, and then list all persons to whom you mailed a copy of this form under (2). List the <u>actual day</u> you mailed the copies under (1).
- Date the form. Type or print your name on the left. Sign your name on the right.
- The court will not pay for your legal costs, but may award them in your judgment. You cannot get money awarded to you at the time of a Clerk's Judgment. Complete lines a through f as needed.
- 16 Date the form. Type or print your name on the left. Sign your name on the right.
- 17 Check box 8, if none of the defendants in this case are in the military. If any of the tenants are in the military, you cannot enter a default without certain requirements being met. Seek advice from an attorney.
- 18 Date the form. Type or print your name on the left. Sign your name on the right.