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# **District Court Forms**

## Where can I find court approved forms?

The Virginia Judicial System has a number of forms for each court available on the <u>court's form page</u>. You can also access forms by <u>entering the form number or a keyword in the search box on the court's form page</u>, which is located in the upper right hand corner of each page above the navigation column.

### **District Court**

#### **General**

Motion to Set Aside Default Judgment (Form #DC-434)

- https://www.vacourts.gov/forms/district/dc434.pdf
- Instructions: https://www.vacourts.gov/forms/district/dc434inst.pdf

Summons to Answer Interrogatories (Form # DC-440)

- https://www.vacourts.gov/forms/district/dc440.pdf
- Instructions: <a href="https://www.vacourts.gov/forms/district/dc440inst.pdf">https://www.vacourts.gov/forms/district/dc440inst.pdf</a>

Bill of Particulars (Form # DC-441)

- https://www.vacourts.gov/forms/district/dc441.pdf
- Instructions: https://www.vacourts.gov/forms/district/dc441inst.pdf

Grounds of Defense (Form #DC-442)

- https://www.vacourts.gov/forms/district/dc442.pdf
- Instructions: https://www.vacourts.gov/forms/district/dc442inst.pdf

Itemized List of Damages (Form # DC-443)

- https://www.vacourts.gov/forms/district/dc443.pdf
- Instructions: https://www.vacourts.gov/forms/district/dc443inst.pdf

Attachment Petition (Form #DC-445)

- https://www.vacourts.gov/forms/district/dc445.pdf
- Instructions: https://www.vacourts.gov/forms/district/dc445inst.pdf

Affidavit-Default Judgment Service Members Civil Relief Act (Form # DC-418)

- https://www.vacourts.gov/forms/district/dc418.pdf
- Instructions: https://www.vacourts.gov/forms/district/dc418inst.pdf

#### **Claims for Money**

Warrant in Debt—Small Claims Division (Form # DC-402)

- https://www.vacourts.gov/forms/district/dc402.pdf
- Instructions: https://www.vacourts.gov/forms/district/dc402inst.pdf

Warrant in Debt (Form # DC-412)

- https://www.vacourts.gov/forms/district/dc412.pdf
- Instructions: <a href="https://www.vacourts.gov/forms/district/dc412inst.pdf">https://www.vacourts.gov/forms/district/dc412inst.pdf</a>

## **Claims for Property**

Warrant in Detinue—Small Claims Division (Form # DC-404)

- https://www.vacourts.gov/forms/district/dc404.pdf
- Instructions: <a href="https://www.vacourts.gov/forms/district/dc404inst.pdf">https://www.vacourts.gov/forms/district/dc404inst.pdf</a>

Warrant in Detinue (Civil Claim for Specific Personal Property) (Form # DC-414)

- https://www.vacourts.gov/forms/district/dc414.pdf
- Instructions: https://www.vacourts.gov/forms/district/dc414inst.pdf

Detinue Seizure Petition (Form # DC-415)

- https://www.vacourts.gov/forms/district/dc415.pdf
- https://www.vacourts.gov/forms/district/dc415inst.pdf

Petition and Order for Sale of Property (Form # DC-479)

- https://www.vacourts.gov/forms/district/dc479.pdf
- Instructions: <a href="https://www.vacourts.gov/forms/district/dc479inst.pdf">https://www.vacourts.gov/forms/district/dc479inst.pdf</a>

Motion and Order for Release of Vehicle (Form # DC-499)

- https://www.vacourts.gov/forms/district/dc499.pdf
- https://www.vacourts.gov/forms/district/dc499inst.pdf

#### **Service & Notice**

Affidavit and Petition for Order of Publication (Form # DC- 435)

- https://www.vacourts.gov/forms/district/dc435.pdf
- Instructions: https://www.vacourts.gov/forms/district/dc435inst.pdf

Notice of Change of Address (Form # DC-437)

- https://www.vacourts.gov/forms/district/dc437.pdf
- Instructions: <a href="https://www.vacourts.gov/forms/district/dc437inst.pdf">https://www.vacourts.gov/forms/district/dc437inst.pdf</a>

Affidavit for Service of Process on the Secretary of the Commonwealth (Form # DC-410)

- https://www.vacourts.gov/forms/district/dc410.pdf
- Instructions: <a href="https://www.vacourts.gov/forms/district/dc410inst.pdf">https://www.vacourts.gov/forms/district/dc410inst.pdf</a>

Service Other Than By a Virginia Sheriff (Form # DC-411)

- <a href="https://www.vacourts.gov/forms/district/dc411.pdf">https://www.vacourts.gov/forms/district/dc411.pdf</a>
- Instructions: <a href="https://www.vacourts.gov/forms/district/dc411inst.pdf">https://www.vacourts.gov/forms/district/dc411inst.pdf</a>

Certificate of Mailing Posted Service (Form # DC-413)

- https://www.vacourts.gov/forms/district/dc413.pdf
- Instructions: https://www.vacourts.gov/forms/district/dc413inst.pdf

### **Judgment Debtor / Creditor**

Request for Hearing—Exemption Claim (Form # DC-407)

- https://www.vacourts.gov/forms/district/dc407.pdf
- Instructions: https://www.vacourts.gov/forms/district/dc407inst.pdf

Plaintiff's Bond for Levy or Seizure (Form # DC-447)

- https://www.vacourts.gov/forms/district/dc447.pdf
- Instructions: https://www.vacourts.gov/forms/district/dc447inst.pdf

Defendant's Bond for Levey or Seizure (Form # DC- 448)

- https://www.vacourts.gov/forms/district/dc448.pdf
- Instructions: https://www.vacourts.gov/forms/district/dc448inst.pdf

Civil Appeal Bond (Form # DC-460)

- <a href="https://www.vacourts.gov/forms/district/dc460.pdf">https://www.vacourts.gov/forms/district/dc460.pdf</a>
- Instructions: <a href="https://www.vacourts.gov/forms/district/dc460inst.pdf">https://www.vacourts.gov/forms/district/dc460inst.pdf</a>

Plaintiff's Bond-Lien of Mechanic for Repairs (Form # DC-462)

- https://www.vacourts.gov/forms/district/dc462.pdf
- Instructions: <a href="https://www.vacourts.gov/forms/district/dc462inst.pdf">https://www.vacourts.gov/forms/district/dc462inst.pdf</a>

Affidavit Concerning Dependent Children and Household Income (Form # DC-449)

- https://www.vacourts.gov/forms/district/dc449.pdf
- Instructions: https://www.vacourts.gov/forms/district/dc449inst.pdf

Suggestion for Summons in Garnishment (Form # DC-450) (Judgment Creditor)

- <a href="https://www.vacourts.gov/forms/district/dc450.pdf">https://www.vacourts.gov/forms/district/dc450.pdf</a>
- Instructions: <a href="https://www.vacourts.gov/forms/district/dc450inst.pdf">https://www.vacourts.gov/forms/district/dc450inst.pdf</a>

Garnishment Summons (Form # DC-451) (Judgment Creditor)

- https://www.vacourts.gov/forms/district/dc451.pdf
- Instructions: https://www.vacourts.gov/forms/district/dc451inst.pdf

Notice of Satisfaction Form (Form # DC-458) (Judgment Creditor)

- https://www.vacourts.gov/forms/district/dc458.pdf
- Instructions: https://www.vacourts.gov/forms/district/dc458inst.pdf

Motion for Judgment to Be Marked Satisfied (Form # DC-459) (Judgment Creditor)

- https://www.vacourts.gov/forms/district/dc459.pdf
- Instructions: https://www.vacourts.gov/forms/district/dc459inst.pdf

Notice to Judgment Debtor- How to Claim Exemptions for Garnishment (Form # DC-454)

- https://www.vacourts.gov/forms/district/dc454.pdf
- Instructions: https://www.vacourts.gov/forms/district/dc454inst.pdf

Garnishee Information Sheet (Form # DC-455) (Judgment Debtor)

- https://www.vacourts.gov/forms/district/dc455.pdf
- Instructions: <a href="https://www.vacourts.gov/forms/district/dc455inst.pdf">https://www.vacourts.gov/forms/district/dc455inst.pdf</a>

Garnishee's Answer (Form # DC-456) (Judgment Debtor)

- <a href="https://www.vacourts.gov/forms/district/dc456.pdf">https://www.vacourts.gov/forms/district/dc456.pdf</a>
- Instructions: https://www.vacourts.gov/forms/district/dc456inst.pdf

Forthcoming Bond (Form # DC-470) (Judgment Debtor)

- <a href="https://www.vacourts.gov/forms/district/dc470.pdf">https://www.vacourts.gov/forms/district/dc470.pdf</a>
- Instructions: <a href="https://www.vacourts.gov/forms/district/dc470inst.pdf">https://www.vacourts.gov/forms/district/dc470inst.pdf</a>

#### Miscellaneous

Request for Writ of Eviction in Unlawful Detainer Proceedings (Form # DC-469)

- https://www.vacourts.gov/forms/district/dc469.pdf
- Instructions: https://www.vacourts.gov/forms/district/dc469inst.pdf

Petition to Test for Blood-Borne Pathogens (Form # DC-405)

- https://www.vacourts.gov/forms/district/dc405.pdf
- Instructions: https://www.vacourts.gov/forms/district/dc405inst.pdf

Petition to Require Blood Test (Form # DC-406)

- https://www.vacourts.gov/forms/district/dc406.pdf
- Instructions: https://www.vacourts.gov/forms/district/dc406inst.pdf

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