

## REQUEST TO ATTEND EVICTION HEARING FORM

### Failure to Pay Rent

Use this form to request representation at an eviction hearing scheduled by the court. Please fax this form to the Thrasher Law Offices. We will fax this cover letter back to you to confirm that we can attend the hearing on this matter. If you do not receive a faxed confirmation after a few hours, call our office. We will make every effort to accommodate requests for representation but please give us as much advance notice as possible.

- ☐ 1. Attach a copy of 3-Day notice
- ☐ 2. Attach a copy of the lease. **Please remember to include a copy of any addenda to the lease especially any addenda that modify the amount of rent due under the lease..**
- ☐ 3. Attach a copy of the eviction complaint.
- ☐ 4. Attach a copy of the tenant's response to eviction complaint.
- ☐ 5. Attach a copy of the notice issued by the court of the hearing on the eviction (or write below, the date, time and place of the hearing)
- ☐ 6. Other Notes: (Please provide any other information that you feel the attorney should know regarding this tenant – optional)
- ☐ 7. Name and phone number of person(s) who will be our witness(es) for the hearing. Generally, we will need someone who can testify either personally or from business records that the rent has not been paid, that the 3-day notice was delivered as required by law and the rent was not paid during the 3-day period. In addition, we will need to bring any witnesses who have knowledge regarding any defenses raised in the tenant's answer.

**Please fax to Thrasher, Thrasher and Thrasher 224-1254 (fax)  
Call Trey if you have any questions 224-8685**

**We will return this form to confirm our receipt. We will call you if we are unable to cover the hearing. PLEASE CALL US IF YOU DO NOT RECEIVE CONFIRMATION WITHIN THREE HOURS!**

The Thrasher Law Firm has received your request for hearing and will attend the hearing set in this matter.

Tenant Name: \_\_\_\_\_

☐ Confirmation fax sent to client at \_\_\_\_\_ by \_\_\_\_\_  
(time) (initials)