

ATTORNEY OR PARTY WITHOUT ATTORNEY (NAME AND ADDRESS): ATTORNEY FOR (NAME):	TELEPHONE NO.:	FOR COURT USE ONLY
SUPERIOR COURT OF CALIFORNIA, COUNTY OF SANTA BARBARA STREET ADDRESS: MAILING ADDRESS: CITY AND ZIP CODE: BRANCH NAME:		
PLAINTIFF: DEFENDANT:		
<input type="checkbox"/> JOINT MEMORANDUM THAT CIVIL CASE IS AT-ISSUE <input type="checkbox"/> REQUEST FOR SETTING		CASE NUMBER:

NOTICE TO ALL PARTIES: If filing a joint memorandum, all parties shall cooperate in the preparation of this form in order that it may be signed by all parties. It shall be filed within 150 days after the complaint has been filed unless a motion to extend the time to file this joint at-issue memorandum is granted. In short cause matters (see Item 8), a R&S and Trial Setting will be set by the court after this memorandum is filed. Failure to cooperate and file a timely joint memorandum will subject the non-cooperating parties to sanctions.

1. All parties have been served with process or have been dismissed or have appeared.
2. This case is at-issue and all appearing parties have joined in the filing of the Joint Memorandum.
3. Number of clearly adverse sides to this case _____
4. A prior At-Issue Memo was filed on (date): _____
5. This case is entitled to *legal preference*, pursuant to code section (specify): _____
6. Jury is demanded by Plaintiff Defendant (specify):
 Jury is waived by Plaintiff Defendant

JURY/REPORTER FEES MUST BE DEPOSITED WITH CLERK AT LEAST 5 DAYS BEFORE TRIAL IF UNLAWFUL DETAINER CASE OR 25 DAYS BEFORE TRIAL ON ALL OTHER CASES.

7. *Estimated trial time:* a. _____ Days b. _____ Hours (if less than one day)
8. GENERAL TYPE OF CASE:
 Personal Injury
 Contract
 Construction
 Real Estate
 Consumer Law
 Business Litigation
 Other (specify): _____

Insert Case Name:	CASE NUMBER:
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9. THIS MATTER IS NOT THE PROPER SUBJECT OF ARBITRATION BECAUSE:
- Unlawful Detainer with Possession at-issue
 - Class Action
 - Equitable relief sought
 - Other (specify): _____

Dated: _____
 Plaintiff or Attorney for Plaintiff Plaintiff or Attorney for Plaintiff

Dated: _____
 Defendant or Attorney for Defendant Defendant or Attorney for Defendant

DECLARATION OF SERVICE BY MAIL

My _____ address is _____. I am, (business/residence) and was at the time herein mentioned mailing took place, a citizen of the United States, _____ (employed/resident) in the County where said mailing occurred, over the age of eighteen years, and not a party to the above-entitled cause.

On _____, I served the foregoing document by depositing a copy thereof, enclosed in separate, sealed envelopes, with the postage thereon fully prepaid, in the United States mail at _____, (city or postal area) County of _____, California, each of which envelopes was addressed respectively as follows:

Executed on _____, at _____, California.

I declare under penalty of perjury that the foregoing is true and correct.

Signature of Declarant