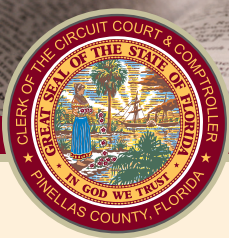


# SMALL CLAIMS

[WWW.MYPINELLASCLERK.ORG](http://WWW.MYPINELLASCLERK.ORG)



A Small Claims case is a legal action filed in County Court to settle a claim or minor legal dispute in which the demand for monies or the value of property does not exceed \$5,000.00, excluding costs, interest, and attorney fees.

**KEN BURKE, CPA**  
**CLERK OF THE CIRCUIT COURT**  
**AND COMPTROLLER**  
**PINELLAS COUNTY, FLORIDA**

# SMALL CLAIMS

Common types of small claims actions handled in County Court include goods or services sold, money loans, auto negligence, security deposit refunds, and unpaid rent (not to include evictions). Information, helpful videos, and forms are available on the Clerk's website: [www.mypinellasclerk.org](http://www.mypinellasclerk.org).

## **A Small Claims Case May Be Filed By:**

- a person 18 years of age or older
- an individual, a person "doing business as" (dba), or a corporation
- a parent or legal guardian for a minor child

## **Forms, Documents And Information Needed To File:**

- Statement of claim
- Case-related documents: receipts, pictures, etc.
- Copies for each defendant of all documents filed (Originals are kept in the court file.)
- The correct names of all persons or companies the claim is filed against. If cases are filed incorrectly, it may be difficult to collect judgments. The correct name of a corporation, registered agent, and/or information on persons "doing business as" a company can be obtained from the Florida Department of State, Division of Corporations at [www.sunbiz.org](http://www.sunbiz.org).

Small Claims Court is considered a "people's court" and a lawyer is not required. However, attorney consultation may be helpful in determining your rights and obligations.

The Clerk's staff cannot provide you with legal advice. Affordable legal assistance is available at the Clerk's Self Help Center, which offers attorney consultations to pro se (self-represented) litigants in small claims matters.

For more information, call Civil Court Records at (727) 464-7000 or visit [www.mypinellasclerk.org](http://www.mypinellasclerk.org).

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*Persons with disabilities requiring reasonable accommodations to use the services provided should call (727) 464-4062 (TDD or Voice). Call 24 hours prior to coming to the courthouse.*

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