

STATE OF INDIANA ) IN THE VANDERBURGH SUPERIOR COURT  
 )  
COUNTY OF VANDERBURGH )

IN RE: THE MATTER OF ) CASE NO. \_\_\_\_\_  
A VEHICLE TITLE REQUEST ) (MI if value of vehicle exceeds \$10,000)  
By \_\_\_\_\_, ) (SC for \$10,000 or less)  
Petitioner, )  
 )

SUMMONS AND NOTICE OF HEARING  
ON VERIFIED REQUEST FOR AN ORDER REQUIRING THE  
INDIANA BUREAU OF MOTOR VEHICLES TO ISSUE A TITLE  
(if filed in Small Claims Court)

To: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

You have been sued by the Petitioner for clear title of the vehicle named herein. An initial hearing on the Petitioner's request has been scheduled in the Vanderburgh Superior Court, Courts Building, 825 Sycamore Street, Room 223, Evansville, Indiana, on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, at \_\_\_\_\_ .M.

You may represent yourself at this hearing or have an attorney represent you. If either party is a business entity (*i.e.*, corporation, LLC, LLP, partnership, or sole proprietorship) or trust, the business entity or trust must be represented by an attorney if the alleged value of the vehicle is greater than \$6,000.00. If the value of the vehicle is \$6,000.00 or less, a business entity may designate a full-time employee to appear on its behalf. If the value of the vehicle is \$6,000.00 or less, a trust may designate its trustee to appear on its behalf. The designation must be in writing and granted in accordance with the Indiana Small Claims Rule 8(C).

**If you fail to appear for the hearing, you will be defaulted and the Court may grant the Petitioner's request for relief in your absence.** If you wish to attend the hearing but are unable to do so, you may file a motion with the Court to request a continuance. A motion to continue should be filed at the earliest opportunity so that it may be served on any other parties.

If you wish to file a counterclaim, you must do so by filing it with the Clerk's office within such time as it will allow the Court to mail a copy to the Petitioner at least seven (7) days prior to the hearing.

If the case is set for trial, you should bring to the trial all documents in your possession or under your control concerning the claim. You may subpoena witnesses to appear for the trial.

You have a right to a jury trial. Your right to a jury trial is waived unless a jury trial is requested within ten (10) days after receipt of the notice of claim. Once a jury trial request has been granted, it may not be withdrawn without the consent of the other party or parties. If a request for a jury trial is granted, the party requesting the jury trial shall pay the clerk the

additional amount required by statute to transfer the claim to the plenary docket; otherwise, the party requesting the jury trial shall be deemed to have waived the request.

You may visit <https://www.in.gov/courts/publications/small-claims-manual/> to view the Indiana Small Claims Manual and Indiana Small Claims Rules.

PLEASE SERVE:

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Serve by: \_\_\_\_\_ Sheriff \_\_\_\_\_ Certified Mail

STATE OF INDIANA ) IN THE VANDERBURGH SUPERIOR COURT  
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COUNTY OF VANDERBURGH )

IN RE: THE MATTER OF ) CASE NO. \_\_\_\_\_  
A VEHICLE TITLE REQUEST ) (MI if value of vehicle exceeds \$10,000)  
By \_\_\_\_\_, ) (SC for \$10,000 or less)  
 )  
Petitioner, )  
 )

NOTICE OF HEARING FOR PETITIONER  
ON VERIFIED REQUEST FOR AN ORDER REQUIRING THE  
INDIANA BUREAU OF MOTOR VEHICLES TO ISSUE A TITLE  
(if filed in Small Claims Court)

A hearing on the the verified request for an order requiring the Indiana Bureau of Motor Vehicle has been scheduled in the Vanderburgh Superior Court, Courts Building, 825 Sycamore Street, Room 223, Evansville, Indiana, on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, at \_\_\_\_\_ .M.

You may represent yourself at this hearing or have an attorney represent you. If either party is a business entity (*i.e.*, corporation, LLC, LLP, partnership, or sole proprietorship) or trust, the business entity or trust must be represented by an attorney if the alleged value of the vehicle is greater than \$6,000.00. If the value of the vehicle is \$6,000.00 or less, a business entity may designate a full-time employee to appear on its behalf. If the value of the vehicle is \$6,000.00 or less, a trust may designate its trustee to appear on its behalf. The designation must be in writing and granted in accordance with the Indiana Small Claims Rule 8(C).

**If you fail to appear for the hearing, your petition will most likely be dismissed and you will have to refile the matter to obtain an order.**

You should bring to the hearing all documents in your possession or under your control concerning the claim. You may subpoena witnesses to appear for the hearing. You have a right to a jury trial, but you waive this right by filing the case in small claims court.

You may visit <https://www.in.gov/courts/publications/small-claims-manual/> to view the Indiana Small Claims Manual and Indiana Small Claims Rules.

Carla Hayden, Clerk

By: \_\_\_\_\_  
Deputy Clerk, Small Claims Division

STATE OF INDIANA ) IN THE VANDERBURGH SUPERIOR COURT  
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COUNTY OF VANDERBURGH )

IN RE: THE MATTER OF ) CASE NO. \_\_\_\_\_  
A VEHICLE TITLE REQUEST ) (MI if value of vehicle exceeds \$10,000)  
By \_\_\_\_\_, ) (SC for \$10,000 or less)  
Petitioner, )  
 )

**VERIFIED REQUEST FOR AN ORDER REQUIRING THE INDIANA BUREAU OF  
MOTOR VEHICLES TO ISSUE A TITLE**

The Petitioner requests that the Court issue an order to the Indiana Bureau of Motor Vehicles directing the BMV to issue a certificate of title for the following vehicle. In support of this request, the Petitioner states under the penalties for perjury as follows:

1. Petitioner's Information:

Petitioner's Full Name: \_\_\_\_\_

Petitioner's Address: \_\_\_\_\_

County of Residence: \_\_\_\_\_

2. Vehicle Description:

Year of Vehicle: \_\_\_\_\_

Make of Vehicle: \_\_\_\_\_

Model of Vehicle: \_\_\_\_\_

VIN: \_\_\_\_\_

Estimated Value (based on Bill of Sale, Kelley Blue Book, or other competent evidence):  
\_\_\_\_\_

Present Location of Vehicle: \_\_\_\_\_

3. Previous Owner Information (if known):

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

Address: \_\_\_\_\_

4. I certify that I am the lawful owner of the above-described vehicle.

5. I have had possession of the above-described vehicle since \_\_\_\_\_.

6. If you do not have a bill of sale, describe the circumstances how you acquired or came into possession of the vehicle and why you do not have a bill of sale.

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7. Describe the efforts you have made to obtain a title and why you cannot obtain a title for the vehicle:

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8. I am not aware of any liens against the above-described vehicle.

WHEREFORE, I respectfully request that the Court issue an order directing the Indiana Bureau of Motor vehicles to issue a certificate of title for the above-named vehicle and for all other just and proper relief.

**I SWEAR OR AFFIRM UNDER THE PENALTIES FOR PERJURY THAT THE FOREGOING REPRESENTATIONS ARE TRUE TO THE BEST OF MY KNOWLEDGE AND BELIEF. I FURTHER CERTIFY THAT THE FOREGOING PLEADING COMPLIES WITH THE REQUIREMENTS OF TRIAL RULE 5(G) WITH REGARD TO INFORMATION EXCLUDED FROM THE PUBLIC RECORD UNDER RULE 7 OF THE RULES ON ACCESS TO COURT RECORDS.**

Dated: \_\_\_\_\_ Signature: \_\_\_\_\_

Printed: \_\_\_\_\_

Case# \_\_\_\_\_

## PLEASE PRINT CLEARLY

**Plaintiff (1):** \_\_\_\_\_ **Plaintiff (2):** \_\_\_\_\_

**Address:** \_\_\_\_\_ **Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **City:** \_\_\_\_\_

**State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Home#:** \_\_\_\_\_ **Work#:** \_\_\_\_\_ **Home#:** \_\_\_\_\_ **Work#:** \_\_\_\_\_

**Cell#:** \_\_\_\_\_ **Race:** \_\_\_\_\_ **Cell#:** \_\_\_\_\_ **Race:** \_\_\_\_\_

**Gender:** \_\_\_\_\_ **DLN#/ST:** \_\_\_\_\_ **Gender:** \_\_\_\_\_ **DLN#/ST:** \_\_\_\_\_

**SSN:** \_\_\_\_\_ **DOB:** \_\_\_\_\_ **SSN:** \_\_\_\_\_ **DOB:** \_\_\_\_\_

**E-mail:** \_\_\_\_\_ **E-mail:** \_\_\_\_\_

**Defendant (1):** \_\_\_\_\_ **Defendant (2):** \_\_\_\_\_

**Address:** \_\_\_\_\_ **Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **City:** \_\_\_\_\_

**State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Home#:** \_\_\_\_\_ **Work#:** \_\_\_\_\_ **Home#:** \_\_\_\_\_ **Work#:** \_\_\_\_\_

**Cell#:** \_\_\_\_\_ **Race:** \_\_\_\_\_ **Cell#:** \_\_\_\_\_ **Race:** \_\_\_\_\_

**Gender:** \_\_\_\_\_ **DLN#/ST:** \_\_\_\_\_ **Gender:** \_\_\_\_\_ **DLN#/ST:** \_\_\_\_\_

**SSN#:** \_\_\_\_\_ **DOB:** \_\_\_\_\_ **SSN#:** \_\_\_\_\_ **DOB:** \_\_\_\_\_

**E-mail:** \_\_\_\_\_ **E-mail:** \_\_\_\_\_

**Action (Why you are filing):** \_\_\_\_\_

\_\_\_\_\_

**Amount(\$):** \_\_\_\_\_ **Appear On:** \_\_\_\_\_ **at** \_\_\_\_\_ **a.m./p.m.**

**How do you want the Defendant(s) listed to be served (circle one):** sheriff or certified mail