

**VERIFIED AUTHORIZATION BY SOLE PROPRIETOR
DESIGNATING FULL-TIME EMPLOYEE TO APPEAR IN COURT
AND CERTIFICATE OF COMPLIANCE WITH INDIANA SMALL CLAIMS RULE 8**

Name of Business

Name of Owner

Name of Business Entity

Name of Business Owner

The above-named business entity, by its sole owner and proprietor, does hereby certify to the Court the following:

1. The sole proprietor agrees and understands that Indiana Small Claims Rule allows a sole proprietor to designate a full-time employee of the sole proprietor to appear in court to present and defend claims on behalf of the sole proprietor without legal counsel so long as the claims do not exceed Six Thousand Dollars (\$6,000.00).
2. The sole proprietor anticipates having or does have matters which are the subject of litigation in the Vanderburgh Superior Court, Small Claims Division, in Evansville, Indiana.
3. The sole proprietor hereby designates and authorizes _____ **Name of Full Time Employee** _____, a full-time employee, to appear on its behalf in the Vanderburgh Superior Court, Small Claims Division, in Evansville, Indiana.
4. The sole proprietor understands and agrees that it shall be bound by any and all agreements relating to the small claims proceeding entered into by the designated employee and shall further be liable for any and all assessments and costs, including those assessed by reason of contempt, levied by the Court against the sole proprietor or designated employee.
5. The sole proprietor expressly waives any claim for damages in excess of Six Thousand Dollars associated with the facts and circumstances alleged in the notice of claim.
6. This authorization shall remain in effect unless and until it is rescinded in writing.

I hereby swear or affirm under the penalties for perjury that the statements contained herein are true and accurate.

DATED: _____ **Date**

Signature: _____ **Signature of Owner**

Printed Name: _____ **Name of Owner**

**AFFIDAVIT OF FULL-TIME EMPLOYEE DESIGNATED
TO APPEAR IN COURT UNDER SMALL CLAIMS RULE 8**

The undersigned affirms under penalty of perjury that he or she is not suspended or disbarred from the practice of law in the State of Indiana or any other jurisdiction and is a full-time employee of the above-named sole proprietor for which he or she has been designated to appear in the Vanderburgh Superior Court, Small Claims Division, in Evansville, Indiana, in proceedings as set forth hereinabove.

DATED: _____ **Date**

Signature: _____ **Signature of Employee**

Printed Name: _____ **Name of Employee**

I/We hereby certify that the foregoing document complies with the requirements of Indiana Trial Rule 5(G) with regard to information excluded from public record under Indiana Access to Court Records Rule 5.

Signature: _____ **Signature of Owner**