

## **NOTICE TO PRO SE LITIGANTS**

You are about to file a petition pro se, that is, representing yourself without the benefit of an attorney's training and experience. The procedures are not a simple matter. The law requires certain steps be followed, certain papers be filed and certain evidence be presented for the court to grant a judgment. Although you have the right to represent yourself, you are strongly urged to consult with an attorney in this matter.

If you represent yourself, you alone are responsible for knowing and following the correct procedures. If you fail to follow the correct procedures, your case may be dismissed by the Court. In that event, the fees you paid to file the papers will be lost. The Office of the Clerk of Magistrate Court is an administrative office charged with the duties of receiving and filing papers required by this Court and the law. No member of this office is qualified or licensed to practice law. State law forbids any person other than a duly licensed attorney at law to render or furnish legal services or advice. Therefore, no one in this office will be able to answer any questions you may have regarding the correct procedures to follow.

The Judges of the Magistrate Court must remain impartial and may not practice law. Therefore, neither the Judges nor any member of their staff, are permitted by law to answer any questions you may have seeking legal advice. You should not file your papers until you learn the correct procedures.

**If you are uncertain of the procedures to follow, we strongly urge you to consult with an attorney in this matter.**