



SUPERIOR COURT OF CALIFORNIA
County of Kings
1640 Kings County Drive, Hanford, CA 93230
(559) 582-1010

Small Claims

Additional assistance is available by visiting the Court's onsite Self-Help Center or online at the following:

Kings County Superior Court: www.kings.courts.ca.gov/self-help

The California Courts Self-Help Center: www.courts.ca.gov/selfhelp.htm

Documents may be filed electronically through E-file California by visiting the following:

<https://www.kings.courts.ca.gov/online-services/online-case-filing>

Judicial Council Forms listed below can be found at <https://courts.ca.gov/rules-forms/court-forms>

Document Name	Forms
Information for the Plaintiff	Judicial Council Form SC-100-INFO
How to Serve a Business or Public Entity	Judicial Council Form SC-104C
Plaintiff's Claim and Order to Go to Small Claims Court	Judicial Council Form SC-100
Other Plaintiff's or Defendants (Attachment to Plaintiff's Claim and Order to Go to Small Claims Court)	Judicial Council Form SC-100A
Fictitious Business Name	Judicial Council Form SC-103
Authorization to Appear	Judicial Council Form SC-109
What is "Proof of Service?"	Judicial Council Form SC-104B
Proof of Service	Judicial Council Form SC-104
Proof of Mailing (Substituted Service)	Judicial Council Form SC-104A
Filing Fee: • Plaintiff's Claim and Order to Go to Small Claims Court (Demand of Claim \$0.00 to \$1,500.00) • Plaintiff's Claim and Order to Go to Small Claims Court (Demand of Claim \$1,500.01 to \$5,000.00) • Plaintiff's Claim and Order to Go to Small Claims Court (Demand of Claim \$5,000.01 to \$12,500.00)	\$30.00
Filing a claim by person who has filed more than 12 small claims to California within the previous 12 months	50.00
	75.00
	100.00