RULE NO. 8
TRANSFER TO SMALL CLAIMS DEPARTMENT

A. Request to Transfer. A defendant in a proceeding in which the claim is within the jurisdictional amount for the Small Claims Department may transfer the action to the Small Claims Department by filing a Request to Transfer. The request may be filed in a form substantially similar to the form provided in these rules. In the event such a Request is filed, the court shall transfer the action to the Small Claims Department.

B. Upon filing a Request to transfer in accordance with Section A of this rule, the defendant shall mail a copy of the Request to the plaintiff or his attorney by first class mail. Within ten (10) days after mailing of the Request, the plaintiff shall file a Response to Request to Transfer. The Response may be filed in a form substantially similar to the form provided in these rules.

C. If an action is transferred in accordance with the provisions of this rule, and if the plaintiff was an assignee of the claim at the time the action was commenced, the plaintiff shall not be prohibited from pursuing its claim in the Small Claims Department.

D. If an action is transferred in accordance with this rule, and if at the time the Request for Transfer is filed either party is represented by an attorney of record, participation of counsel in the action upon transfer shall not be prohibited if the consent of the judge of the District Court is obtained. Such consent shall be freely given when justice so requires.

E. In the event a case is improperly removed to the Small Claims Department, the Small Claims Department shall transfer the case back to the District Court.

(Effective Date: 01/07/87)

UNIFORM DISTRICT COURT FORM NO. 8A
THURSTON COUNTY DISTRICT COURT
THURSTON COUNTY, STATE OF WASHINGTON

	)	
	)	
Plaintiff,	)	NO.
	)	
V.	)	REQUEST FOR TRANSFER TO
	)	SMALL CLAIMS DEPARTMENT
	)	
Defendant.	)	

Comes now the defendant in the above-captioned proceeding and pursuant to Local Rule _____ hereby requests that this action be transferred to the Small Claims Department of the Thurston County District Court.

1. The defendant certifies as follows:
   (a) This action is for the recovery of money only; and
   (b) The amount claimed by the plaintiff does not exceed the jurisdictional amount for the Small Claims Department.
2. Plaintiff is/is not (strike one) represented by an attorney.
3. Defendant is/is not (strike one) represented by an attorney.
4. I hereby request/do not request (strike one) my attorney represent me in the Small Claims Department.

DATED:_____

_____
Signature

Defendant: _____

CERTIFICATE OF MAILING

Mailed to the below-named person at the address indicated on the _____ day of _____, _____: _____
_____

UNIFORM DISTRICT COURT FORM NO. 8B
THURSTON COUNTY DISTRICT COURT
THURSTON COUNTY, STATE OF WASHINGTON

	)	
	)	
Plaintiff,	)	NO.
	)	
V.	)	RESPONSE TO REQUEST TO
	)	TRANSFER
	)	
Defendant.	)	

Comes now the plaintiff and pursuant to Local Rule _____ hereby files this Response to Request to Transfer of this action to the Small Claims Department.

1. The defendant filed a Request to Transfer this action to the Small Claims Department of the Thurston County District Court on _____, _____.
2. This is/is not (strike one) an action for the recovery of money only.
3. The amount claimed by the plaintiff does/does not (strike one) exceed the jurisdictional amount for the Small Claims Department.
4. The plaintiff is/is not (strike one) represented by an attorney.
5. The defendant is/is not (strike one) represented by an attorney.
6. I hereby request/do not request (strike one) my attorney to continue to represent me in the Small Claims Department.

DATED:_____,_____.

_____
Signature

Plaintiff: _____