

Name, address and telephone number of attorney or party without attorney:	<i>FOR COURT USE ONLY</i>
Telephone No.: _____ Fax No.: _____	
SUPERIOR COURT OF CALIFORNIA, COUNTY OF SUTTER STREET ADDRESS: 1175 Civic Center Boulevard MAILING ADDRESS: 1175 Civic Center Boulevard CITY AND ZIP CODE: Yuba City, CA 95993 BRANCH NAME:	
PLAINTIFF / PETITIONER: VS. DEFENDANT / RESPONDENT:	
AT-ISSUE MEMORANDUM	CASE NUMBER:

1. Jury Trial requested: Yes No
2. Is the case entitled to preference? Yes, per §§ _____ No
3. Time estimate for trial? _____ days hours
4. Name(s), address(es), and telephone number(s) of all attorneys or parties in propia persona:
 If you require additional space, check here and continue on the reverse side of this form.

PLAINTIFF(S) / PETITIONER(S):

DEFENDANT(S) / RESPONDENT(S):

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All essential parties have been served with process or have appeared and this case is at-issue as to all such parties.

I declare under penalty of perjury that the foregoing is true and correct and this document was executed on:
 _____ at _____, CA.

Date: _____

 (TYPE OR PRINT NAME OF: ATTORNEY PARTY WITHOUT ATTORNEY)

 (SIGNATURE)

A party not in agreement with the information or estimates given in this at-issue memorandum shall, within 10 days after service thereof, serve and file a memorandum on the party's behalf.

AT-ISSUE MEMORANDUM

Plaintiff/Petitioner: Defendant/Respondent:	CASE NUMBER:
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Continued name(s), address(es), and telephone number(s) of all attorney or parties in propia persona:

PLAINTIFF(S) / PETITIONER(S):

DEFENDANT(S) / RESPONDENT(S):

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PROOF OF SERVICE

1. I am over the age of 18 and not a party to this cause. My residence or business address is:

2. I am a resident of or employed in the county where the mailing occurred. I served a copy of the *At-Issue Memorandum* by mailing it, in a sealed envelope with postage fully prepaid, as follows:

a. I deposited the envelope with the United States Postal Service.

b. I placed the envelope for collection and processing for mailing following this business's ordinary practice with which I am readily familiar. On the same day correspondence is placed for collection and mailing, it is deposited in the ordinary course of business with the United States Postal Service.

c. Date of deposit: _____ d. Place of deposit (*city and state*): _____

e. Addressed as follows (*name and address*): _____

3. I served a copy of the *At-Issue Memorandum* by personally delivering copies as shown below:

a. Name of person served: _____

b. Address at which person served: _____

c. On (*date*): _____ d. At (*time*): _____

4. I served a copy of the *At-Issue Memorandum* by electronically serving copies as shown below (*complete if electronic service is used based on a court order or agreement of the parties*):

a. Name of person served: _____

b. Electronic service address of person served: _____

c. On (*date*): _____ d. At (*time*): _____

e. Electronic service address from which I served the documents:
 Proof of electronic service is attached.

5. Proof of service on additional parties is attached.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date: _____

(TYPE OR PRINT NAME)

(SIGNATURE OF DECLARANT)

AT-ISSUE MEMORANDUM