

IN THE TRIAL COURTS FOR THE STATE OF ALASKA AT \_\_\_\_\_

\_\_\_\_\_)
\_\_\_\_\_)
Plaintiff \_\_\_\_\_ DOB \_\_\_\_\_)
\_\_\_\_\_)
\_\_\_\_\_)
\_\_\_\_\_)
Defendant. \_\_\_\_\_ DOB \_\_\_\_\_)
\_\_\_\_\_)

CASE NO. \_\_\_\_\_

DEFAULT APPLICATION AND AFFIDAVIT (IN F.E.D. ACTION)

Application

The above-named Defendant has not filed a written answer to the complaint or otherwise defended this action. Therefore, Plaintiff requests that the clerk of court enter Defendant's default as provided in Civil Rule 55.

Affidavit

I solemnly swear (or affirm) that the following facts are true to the best of my knowledge:

- 1. The summons and complaint were served on the following Defendants by process server or peace officer. A Return of Service for each Defendant has been filed with the court or is attached to this application.

Table with 2 columns: Defendant's Name, Date Served

- 2. Defendant has not filed a written answer to the complaint.
3. Defendant is not a minor under age 18 or an incompetent person.
4. Defendant's military status:

[You may check for military service online at https://scra.dmdc.osd.mil/ and attach a copy of the results from this military website search to this request.]

- Defendant is in active military service.
Defendant is not in military service.
I am unable to determine whether or not Defendant is in military service.

My knowledge and belief about Defendant's military status is based on the following facts:

\_\_\_\_\_
\_\_\_\_\_

- 5. Calculation of amount owed to Plaintiff. [Attach receipts, invoices, rental agreement, etc. as proof of each amount owed.]

a. Unpaid Rent: \_\_\_\_\_
List each month & amount unpaid that month \$ \_\_\_\_\_
Total unpaid rent

b. Damages to Premises: [Itemize]
\$ \_\_\_\_\_
\$ \_\_\_\_\_
\$ \_\_\_\_\_
Total Damages \$ \_\_\_\_\_

c. Late Fee (if allowed by rental agreement or lease) \$ \_\_\_\_\_

Subtotal of Amount Due (rent, damages, and late fee) \$ \_\_\_\_\_

d. Subtract Amounts Defendant Paid to Plaintiff:

Security Deposit.  No.  Yes, in the amount of \$ \_\_\_\_\_

Other Payments.  No.  Yes, in the amount of \$ \_\_\_\_\_

**Subtotal of Amounts Paid (\$ \_\_\_\_\_)**

**TOTAL AMOUNT OWED TO PLAINTIFF \$ \_\_\_\_\_**

*[Subtract amount paid from amount due.]*

6. Costs

Filing Fee \$ \_\_\_\_\_

Service Fee \$ \_\_\_\_\_

Other Costs: \_\_\_\_\_ \$ \_\_\_\_\_

**Total Costs \$ \_\_\_\_\_**

7. Actual Attorney Fees \$ \_\_\_\_\_

*[Civil Rule 82(b)(4) determines the amount of attorney fees that will be awarded.]*

8. Prejudgment Interest

I do not request prejudgment interest.

I request prejudgment interest. I understand it will be calculated from the date the summons and complaint were served on Defendant to the date of judgment.

I request prejudgment interest starting on the following date: \_\_\_\_\_.

*[Attach a separate computation sheet with an explanation supporting your request See CIV-720 Eviction Booklet and Civil Rule 58.2(b).]*

9. I attached a proposed *Default Judgment (F.E.D.)* (form [CIV-745](#)) with this application.

*[Wait to sign below until you are in front of a notary public or court clerk. Bring your photo ID to show the notary.]*

\_\_\_\_\_ Date

\_\_\_\_\_ Signature of Plaintiff or Plaintiff's Attorney

\_\_\_\_\_ Print or Type Name

\_\_\_\_\_ Mailing Address

\_\_\_\_\_ City State ZIP

Subscribed and sworn to or affirmed before me at \_\_\_\_\_, Alaska on \_\_\_\_\_.

(SEAL)

\_\_\_\_\_ Court clerk, notary public, or other person authorized to administer oaths. My commission expires: \_\_\_\_\_

***This section must be completed. Service is required under all circumstances.***

### Certificate of Service

I certify that on \_\_\_\_\_ [date], a copy of this default application and all its attachments was mailed to:

Defendant Name

Address

\_\_\_\_\_  
\_\_\_\_\_

*[If Defendant has been evicted, you cannot use that address unless you cannot find Defendant's current mailing address. Civil Rule 85(a)(5). For more information, see [CIV-720 Eviction Booklet](#).]*

The address listed above is the address from which Defendant was evicted. I could not find Defendant's current mailing address or location. I tried to find out this information in the following ways:

Searched [CourtView](#) for other open or recent court cases involving Defendant and checked the court files in this case and any other cases.

Contacted Defendant to try and get a current address by

phone call  text  email  social media  \_\_\_\_\_

*[Even if you were able to reach Defendant by one of these methods and tell them about the default, you still must mail Defendant a copy of this default application if they gave you a new address.]*

Called directory assistance.

Contacted references listed on the rental application.

Searched these locator sites on the internet: \_\_\_\_\_

Other: \_\_\_\_\_

I do not have a phone number or email for Defendant, and I do not know of or have access to any of Defendant's social media accounts.

Defendant did not provide me any references or third-party contacts to try and get location information from.

Plaintiff's Signature \_\_\_\_\_

### ENTRY OF DEFAULT

For Court Use Only

The above-named Defendant's default is hereby entered in the records of this court.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Clerk of Court/Deputy Clerk

I certify that on \_\_\_\_\_, a copy of this document was mailed to Plaintiff.

Clerk: \_\_\_\_\_