

# MOTION PACKET

## FOR CIVIL CASES

**This packet has the forms you need to request a court order about an issue that arises during a case. A motion can be made by any party in the case.**

<i>Form Number</i>	<i>Form Name</i>
<b>WHERE CAN I FIND INSTRUCTIONS?</b>	
<a href="#"><u>CIV-801</u></a>	<p><b>Instructions are available online at:</b>  <a href="https://public.courts.alaska.gov/web/forms/docs/civ-801.pdf">https://public.courts.alaska.gov/web/forms/docs/civ-801.pdf</a>                      Printed copies are available for customers with limited or no internet access.</p>
<b>WHAT IS INCLUDED IN THIS PACKET?</b>	
<a href="#"><u>CIV-805</u></a>	<b>Motion</b>
<a href="#"><u>CIV-815</u></a>	<b>Reply to Response</b>
<a href="#"><u>CIV-820</u></a>	<b>Proposed Order on Motion</b>
<b>OTHER INFORMATION</b>	
<a href="#"><u>Court Rules</u></a>	<p>The procedure for motions is governed by the Alaska Rules of Court. The main rule about motions is Civil Rule 77. Other important rules are Civil Rule 5 about serving copies on other parties; Civil Rule 6 about how time limits are calculated; and Civil Rule 7(b) about the form of motions. The Alaska Rules of Court are available for review at all state courts, court law libraries, city libraries, and on the Alaska Court System’s website at: <a href="http://www.courts.alaska.gov/rules/index.htm">http://www.courts.alaska.gov/rules/index.htm</a>.</p>
<b>If you need help with your case, you should talk to a lawyer.</b>	<p>Court staff may inform you in general terms about court procedures, court rules, court records, and forms. However, court staff must remain neutral and impartial, and are not allowed to give legal advice. Court staff <u>cannot</u>:</p> <ul style="list-style-type: none"> <li>• Advise you how statutes and rules apply to your case;</li> <li>• Tell you whether the documents you prepare properly present your case;</li> <li>• Tell you what the best procedures are to accomplish your objective; or</li> <li>• Interpret laws for you.</li> </ul>

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The statutes, court rules and forms in this packet are available on the court’s website: [www.courts.alaska.gov/forms](http://www.courts.alaska.gov/forms).