

PETITION FOR PROCEEDING IN CIVIL CASE
WITHOUT PAYMENT OF FEES OR COSTS
Circuit Court of the City of Portsmouth

Case No.

..... v.

The undersigned petitioner(s) request the court to permit the petitioner(s) to sue or defend a civil case in this court without the payment of fees or costs and to have from all officers all needful services and process. In support of the petition, the petitioner(s) state that the following information is true:

1. The undersigned petitioner(s) are Virginia resident(s).
2. The following financial information applies to the petitioner(s):

a. Receiving public assistance No ___ Yes ___

If you answered yes, please check all that apply:

Medicaid ___ Supplemental security income ___
TANF ___ Food stamps ___

b. Take-home pay \$

How often do you receive your paycheck?

every week ___ every two weeks ___ once a month ___

c. Other income, if any (specify sources and amounts):
.....

d. Assets: Cash on hand \$ Bank accounts \$

Value of any Real Estate \$

If you own a vehicle, what is its value? \$

3. Other information

a. The number of people residing with or supported by petitioner(s) is:

b. Amount of child/spousal support received, if any: \$.....

ACKNOWLEDGEMENT

I understand that the court cannot provide me with legal advice, and that it may be advisable to get advice from a lawyer.

SIGNATURE - PETITIONER

PRINTED NAME -PETITIONER

DATE

PETITIONER'S ADDRESS

CITY

STATE

ZIP CODE

SUBSCRIBED AND SWORN TO BEFORE ME THIS _____ DAY OF _____, 20____

NOTARY PUBLIC

MY COMMISSION EXPIRES: _____