

<b>Court:</b> <input type="checkbox"/> District Colorado County: _____ Court Address: _____	
<b>Parties:</b> Plaintiffs: _____ v. Defendants: _____	<b>▲ Court Use Only ▲</b>
	Case Number: _____ Division: _____ Courtroom: _____
<b>Notice and Order to File a Case Cover Sheet</b>	

**To:** (*party's name*) \_\_\_\_\_

Your initial filings did not include some required paperwork.

1. You must complete and file *JDF 601 – District Court Civil Cover Sheet*.
2. That form is due within 7-days of this Notice.
3. You can find the form online at [www.courts.state.co.us/Forms/PDF/JDF601.pdf](http://www.courts.state.co.us/Forms/PDF/JDF601.pdf).
4. This form is required by Colorado Rule of Civil Procedure (C.R.C.P.) 16.1(c). If you do not file this form, the Court may impose sanctions which can include striking your prior filings.

**So Ordered**

\_\_\_\_\_  
Court Clerk

\_\_\_\_\_  
Dated