



Michigan Supreme Court

State Court Administrative Office

Field Services Division

Michigan Hall of Justice

P.O. Box 30048

Lansing, Michigan 48909

Phone (517) 373-4835

Ryan P. Gamby
Field Services Director

MEMORANDUM

DATE: October 31, 2023
FROM: SCAO Forms Team
RE: Changes to Landlord-Tenant forms

Below is a list of SCAO-approved court forms that were recently created or revised. An explanation of the changes, along with instructions on use of previously approved versions and a copy of the form with the changes highlighted, is provided.

If a form is used by the court through a JIS case management system, you will receive a separate notice from JIS regarding the release of the form. Until then, please use the current version posted to the One Court of Justice website.

PLEASE NOTE: Instructions for the DC 102 series and the DC 111 series will be published shortly.

***For forms designated with an asterisk below, the form version in use prior to the (11/23) version published here will remain on the form website through December 5, 2023, for use in courts that have received approval of an extension to delay implementation of changes pursuant to the Court's order issued September 7, 2023, in [ADM File No. 2020-08](#).**

For suggestions about these court forms, please contact CourtFormsInfo@courts.mi.gov.

[DC 99b, Motion to Set Aside Default Possession Judgment \(Landlord-Tenant\)](#)

Most recent update: (11/23) version

Use of existing paper stock: (6/17) version may be used through December 5, 2023.

➤ [Click here to see the form.](#)

Changes were made to reflect recent amendments to MCR 4.201.

[DC 99c, Motion and Affidavit to Set Aside Default Money Judgment, \(Landlord-Tenant\)](#)

Most recent update: (11/23) version

Use of existing paper stock: (3/15) version may be used through December 5, 2023.

- [Click here to see the form.](#)

Changes were made to reflect recent amendments to MCR 4.201.

[*DC 102a, Complaint, Nonpayment of Rent, Landlord-Tenant](#)

Most recent update: (11/23) version

Use of existing paper stock: (12/19) version may be used through November 5, 2023.

- [Click here to see the form.](#)

Changes were made to reflect recent amendments to MCR 4.201.

[*DC 102b, Complaint, Damage/Health Hazard to Property, Landlord-Tenant](#)

Most recent update: (11/23) version

Use of existing paper stock: (12/19) version may be used through November 5, 2023.

- [Click here to see the form.](#)

Changes were made to reflect recent amendments to MCR 4.201.

[*DC 102c, Complaint to Recover Possession of Property](#)

Most recent update: (11/23) version

Use of existing paper stock: (12/19) version may be used through November 5, 2023.

- [Click here to see the form.](#)

Changes were made to reflect recent amendments to MCR 4.201.

[*DC 102d, Complaint, Termination of Tenancy, Mobile Home Park-Mobile Home Owner \(Just-Cause Termination\)](#)

Most recent update: (11/23) version

Use of existing paper stock: (12/19) version may be used through November 5, 2023.

- [Click here to see the form.](#)

Changes were made to reflect recent amendments to MCR 4.201.

[*DC 104, Summons, Landlord-Tenant](#)

Most recent update: (11/23) version

Use of existing paper stock: (3/23) version may be used through November 5, 2023.

- [Click here to see the form.](#)

Changes were made to reflect recent amendments to MCR 4.201.

[*DC 105, Judgment, Landlord-Tenant](#)

Most recent update: (11/23) version

Use of existing paper stock: (11/21) version may be used through November 5, 2023.

- [Click here to see the form.](#)

Changes were made to reflect recent amendments to MCR 4.201.

[*DC 105a, Judgment, Termination of Tenancy, Mobile Home Park - Mobile Home Owner, Just-Cause Termination](#)

Most recent update: (11/23) version

Use of existing paper stock: (3/15) version may be used through November 5, 2023.

- [Click here to see the form.](#)

Changes were made to reflect recent amendments to MCR 4.201.

[DC 107, Application and Order of Eviction, Landlord-Tenant / Land Contract](#)

Most recent update: (11/23) version

Use of existing paper stock: (3/16) version may be used through December 5, 2023.

- [Click here to see the form.](#)

Changes were made to reflect recent amendments to MCR 4.201. Additionally, formatting changes were made to meet new form standards.

[DC 107a, Request and Order of Eviction After Conditional Dismissal, Landlord-Tenant / Land Contract](#)

Most recent update: (11/23) version

Use of existing paper stock: (7/20) version may be used through December 5, 2023.

- [Click here to see the form.](#)

Changes were made to reflect recent amendments to MCR 4.201.

[DC 111a, Answer, Nonpayment of Rent, Landlord-Tenant](#)

Most recent update: (11/23) version

Use of existing paper stock: (6/19) version may be used through December 5, 2023.

- [Click here to see the form.](#)

Changes were made to reflect recent amendments to MCR 4.201. Additionally, formatting changes were made to meet new form standards.

[DC 111b, Answer, Damage/Health Hazard to Property, Landlord-Tenant](#)

Most recent update: (11/23) version

Use of existing paper stock: (6/19) version may be used through December 5, 2023.

- [Click here to see the form.](#)

Changes were made to reflect recent amendments to MCR 4.201. Additionally, formatting changes were made to meet new form standards.

[DC 111c, Answer to Complaint to Recover Possession of Property](#)

Most recent update: (11/23) version

Use of existing paper stock: (6/19) version may be used through December 5, 2023.

- [Click here to see the form.](#)

Changes were made to reflect recent amendments to MCR 4.201. Additionally, formatting changes were made to meet new form standards.

[DC 111d, Answer, Termination of Tenancy, Mobile Home Park – Mobile Home Owner \(Just-Cause Termination\)](#)

Most recent update: (11/23) version

Use of existing paper stock: (6/19) version may be used through December 5, 2023.

- [Click here to see the form.](#)

Changes were made to reflect recent amendments to MCR 4.201. Additionally, formatting changes were made to meet new form standards.

[DC 508, Consent Order for Conditional Dismissal, Landlord-Tenant](#)

Most recent update: (11/23) version

Use of existing paper stock: (4/21) version may be used through December 5, 2023.

- [Click here to see the form.](#)

Changes were made to reflect recent amendments to MCR 4.201.

[*NEW FORM* DC 104a, Summons, Land Contract Forfeiture](#)

Most recent update: (11/23) version

Use of existing paper stock: NEW FORM – For use beginning November 6, 2023.

- [Click here to see the form.](#)

This form was created for use in proceedings under MCR 4.201.

[*NEW FORM* DC 536, Request for Court Mailing and Record of Mailing by Court \(Landlord-Tenant\)](#)

Most recent update: (11/23) version

Use of existing paper stock: NEW FORM – For use beginning November 6, 2023.

- [Click here to see the form.](#)

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This form was created for use in proceedings under MCR 4.201.

[*NEW FORM* DC 538, Advice of Rights and Information \(Landlord-Tenant\)](#)

Most recent update: (11/23) version

Use of existing paper stock: NEW FORM – For use beginning November 6, 2023.

- [Click here to see the form.](#)

This form was created for use in proceedings under MCR 4.201.

[*NEW FORM* DC 539, Rental Assistance](#)

Most recent update: (11/23) version

Use of existing paper stock: NEW FORM – For use beginning November 6, 2023.

- [Click here to see the form.](#)

This form was created for use in proceedings under MCR 4.201.

STATE OF MICHIGAN JUDICIAL DISTRICT	MOTION TO SET ASIDE DEFAULT POSSESSION JUDGMENT <input type="checkbox"/> EX PARTE ORDER TO STAY EVICTION (LANDLORD-TENANT)	CASE NO.
--	---	-----------------

Court address _____ Court telephone no. _____

Plaintiff's name, address, and telephone no.
Plaintiff's attorney, bar no., address, and telephone no.

v

Defendant's name, address, and telephone no.
Defendant's attorney, bar no., address, and telephone no.

MOTION

1. A default was entered against me on _____ for failure to appear.
Date
2. I ask the court to set aside the default possession judgment (motion must be filed within 10 days of default judgment) because: (attach extra pages)
3. I ask the court to stay (delay) the eviction proceedings until the court holds a hearing on this motion.
 - a. One month's rent is deposited with the court along with this motion. OR
 - b. Reasons for granting a stay are: (attach extra pages)

Date

Defendant/Attorney signature

EX PARTE ORDER ON MOTION TO STAY EVICTION

THE COURT FINDS:

1. a. One month's rent has been deposited. OR
- b. The grounds for relief to stay eviction are satisfied and the payment of the escrow deposit of \$ _____ is waived.

IT IS ORDERED:

2. The motion to stay eviction is granted. denied.

Date

Judge Bar no.

To be completed by the court.

NOTICE OF HEARING ON MOTION TO SET ASIDE DEFAULT

A hearing will be held on _____ at _____
Date Time

at _____ before Hon. _____
Location Bar no.

Date

Deputy court clerk

CERTIFICATE OF MAILING

I served a copy of this motion and notice of hearing on the parties or their attorneys by first-class mail addressed to their last-known addresses as defined by MCR 2.107(C)(3). I declare under the penalties of perjury that this certificate of mailing has been examined by me and that its contents are true to the best of my information, knowledge, and belief.

Date

Signature

STATE OF MICHIGAN JUDICIAL DISTRICT	MOTION AND AFFIDAVIT TO SET ASIDE DEFAULT MONEY JUDGMENT (LANDLORD-TENANT)	CASE NO.
--	---	-----------------

Court address Court telephone no.

Plaintiff's name, address, and telephone no.

Defendant's name, address, and telephone no.

v

Plaintiff's attorney, bar no., address, and telephone no.

Defendant's attorney, bar no., address, and telephone no.

MOTION AND AFFIDAVIT

1. A default was entered against me on _____ for failure to appear.
Date
2. **I ask** the court to set aside the default money judgment (motion must be filed within 10 days of default judgment).
3. a. The court lacks jurisdiction because I was not served with the summons and complaint.
 b. I have good cause for my failure to appear/answer. I did not appear or answer because: (Attach a separate sheet if needed.)

I have a meritorious (valid) defense for the claim. My defense is: (Attach a separate sheet if needed.)

4. This affidavit is made on my personal knowledge and, if sworn as a witness, I can testify competently to the facts in this affidavit.

Applicant/Attorney signature Bar no.

Subscribed and sworn to before me on _____, _____ County, Michigan.
Date

My commission expires: _____ Signature: _____
Deputy clerk/Notary public

Notary public, State of Michigan, County of _____

To be completed by the court. **NOTICE OF HEARING ON MOTION TO SET ASIDE DEFAULT**

A hearing will be held on _____ at _____
Date Time

at _____ before Hon. _____
Location Bar no.

Date Deputy court clerk

CERTIFICATE OF MAILING

I served a copy of this motion and notice of hearing on the parties or their attorneys by first-class mail addressed to their last-known addresses as defined by MCR 2.107(C)(3). I declare under the penalties of perjury that this certificate of mailing has been examined by me and that its contents are true to the best of my information, knowledge, and belief.

Date Signature

Form DC 102a

COMPLAINT, NONPAYMENT OF RENT

Use this form if:

- you want to start eviction proceedings against a tenant who has not paid rent, and
- you delivered to the tenant a demand for possession for nonpayment of rent, and
- at least 7 days **have** passed since the date you delivered the demand for possession.

STATE OF MICHIGAN JUDICIAL DISTRICT	COMPLAINT NONPAYMENT OF RENT Landlord-Tenant	CASE NO.
--	---	-----------------

A Court address _____ Court telephone no. _____

B Plaintiff name(s), address(es), and telephone no(s).

 Plaintiff's attorney, bar no., address, and telephone no.

Defendant name(s), and address(es)

v

The plaintiff states:
 1. Attached to this complaint is a copy of the lease or occupancy agreement, if any, under which possession is claimed, and a copy of the demand for possession showing when and how it was served.

C 2. There is no other pending or resolved civil action arising out of the same transaction or occurrence alleged in this complaint.
 A civil action between these parties or other parties arising out of the transaction or occurrence alleged in this complaint has been previously filed in _____ Court. The docket number and assigned judge are _____.

D 3. The person entitled to possession of the property described in the attached demand for possession is:

 Name (type or print) _____

E 4. The defendant is in possession of the following portion of the property: _____

F 5. The plaintiff has a right to possession of the property for nonpayment of rent:
 a. Rental rate: \$ _____ per _____ b. Payable on: _____
 c. Rent is paid through _____ d. Total rent due now is \$ _____
 e. Other money is due: \$ _____ for _____ and due by _____.

G 6. The tenancy involves regulated housing operated by or under rules of a governmental unit. The rule or law under which the tenancy is ended is: _____.

H 7. (This item must be checked if the property is residential property.) The plaintiff declares that this residential property was kept fit for the use intended, has been kept in reasonable repair during the term of the lease or license, and is in compliance with the applicable state and local health and safety laws. (Any defects to this statement must be explained below.)
 The disrepair or violation was caused by the tenant's willful or irresponsible conduct or lack of conduct.
 The parties to the lease or license modified the obligations, as provided for by statute.
 Other: (describe) _____

8. The defendant has not complied with the demands made.

9. **The plaintiff requests** a judgment of possession and costs.

I NOTE TO PLAINTIFF: If you wish to demand a jury trial, you must file a jury demand (MC 22) with the complaint.

SUPPLEMENTAL COMPLAINT

J 10. Complaint is made and judgment is sought for money damages against the defendant as follows:
 Rent owing as set out in paragraph 5 above, plus additional rent at the rate of \$ _____ per _____ until judgment, plus costs.
 Damages claimed: _____

K _____ Date _____ Plaintiff/Attorney signature _____

Form DC 102b

COMPLAINT, DAMAGE/HEALTH HAZARD TO PROPERTY

Use this form if:

- you want to start eviction proceedings against a tenant who has caused extensive and continuing damage or a serious and continuing health hazard to rental property, and
- you delivered to the tenant within 90 days of discovering the damage or health hazard a demand for possession because of damage or health hazard, and
- at least 7 days **have** passed since the date you delivered the demand for possession.

STATE OF MICHIGAN JUDICIAL DISTRICT	COMPLAINT DAMAGE/HEALTH HAZARD TO PROPERTY Landlord-Tenant	CASE NO.
--	---	-----------------

A Court address _____ Court telephone no. _____

B Plaintiff name(s), address(es), and telephone no(s).

Plaintiff's attorney, bar no., address, and telephone no.

Defendant name(s), and address(es)

v

The plaintiff states:

1. Attached to this complaint is a copy of the lease or occupancy agreement, if any, under which possession is claimed, and a copy of the notice to quit or demand for possession showing when and how it was served.

- C** 2. There is no other pending or resolved civil action arising out of the same transaction or occurrence alleged in this complaint.
 A civil action between these parties or other parties arising out of the transaction or occurrence alleged in this complaint has been previously filed in _____ Court. The docket number and assigned judge are _____.
- The action remains is no longer pending.

D 3. The person entitled to possession of the property described in the attached demand for possession is:

 Name (type or print) _____

- E** 4. The defendant is in possession of the following portion of the property: _____
5. The plaintiff has a right to possession of the property because the defendant has caused a serious and continuing health hazard or extensive and continuing damage to the premises.

F State the exact nature and extent of the hazard or injury, and state the period of time that it has continued.

G 6. The tenancy involves regulated housing operated by or under rules of a governmental unit. The rule or law under which the tenancy is ended is: _____

H 7. (This item must be checked if the property is residential property.) The plaintiff declares that this residential property was kept fit for the use intended, has been kept in reasonable repair during the term of the lease or license, and is in compliance with the applicable state and local health and safety laws. (Any defects to this statement must be explained below.)

The disrepair or violation was caused by the tenant's willful or irresponsible conduct or lack of conduct.
 The parties to the lease or license modified the obligations, as provided for by statute.
 Other: (describe)

8. The defendant has not complied with the demands made and has not moved.
- I** 9. **The plaintiff requests** a judgment of possession and costs.
 The plaintiff requests an immediate order of eviction

J **NOTE TO PLAINTIFF:** If you wish to demand a jury trial, you must file a jury demand (MC 22) with the complaint.

SUPPLEMENTAL COMPLAINT

K 10. Complaint is made and judgment is sought for money damages against the defendant as follows:

L _____ Date _____ Plaintiff/Attorney signature _____

Form DC 102c

**COMPLAINT TO
RECOVER POSSESSION OF PROPERTY**

Use this form if you want to recover possession of real property.

STATE OF MICHIGAN JUDICIAL DISTRICT	COMPLAINT TO RECOVER POSSESSION OF PROPERTY	CASE NO.
--	--	-----------------

A Court address _____ Court telephone no. _____

B Plaintiff name(s), address(es), and telephone no(s).

Plaintiff's attorney, bar no., address, and telephone no.

Defendant name(s), and address(es)

v

The plaintiff states:
 1. Attached to this complaint is a copy of the lease or occupancy agreement, if any, under which possession is claimed, and a copy of the notice to quit or demand for possession, if any, showing when and how it was served.

C 2. There is no other pending or resolved civil action arising out of the same transaction or occurrence alleged in this complaint.
 A civil action between these parties or other parties arising out of the transaction or occurrence alleged in this complaint has been previously filed in _____ Court. The docket number and assigned judge are _____
 The action remains is no longer pending.

D 3. The person entitled to possession of the property described
 in the attached notice demand as follows: _____

 is _____
 Name (type or print)

E 4. The defendant is in possession of the following portion of the property: _____

F 5. The plaintiff has a right to possession of the property because:
 a. a lease expired on _____ . b. tenancy was terminated by notice to quit.
 c. lease terminated per provision in lease (para. no. ____) d. defendant is a trespasser. Explain in space beneath item f.
 e. forcible entry was made or possession was held by force after a peaceful entry.
 f. other: _____
 Describe in detail how the trespass occurred and how the premises are being illegally held. State that no lawful tenancy existed between the parties in the time that has passed since the trespasser took possession. Use a separate sheet of paper if needed.

G 6. The tenancy involves regulated housing operated by or under rules of a governmental unit. The rule or law under which the tenancy is ended is: _____

H 7. (This item must be checked if the property is residential property.) The plaintiff declares that this residential property was kept fit for the use intended, has been kept in reasonable repair during the term of the lease or license, and is in compliance with the applicable state and local health and safety laws. (Any defects to this statement must be explained below.)
 The disrepair or violation was caused by the tenant's willful or irresponsible conduct or lack of conduct.
 The parties to the lease or license modified the obligations, as provided for by statute.
 Other: (describe)

I 8. The defendant remains in possession of the property.
 9. **The plaintiff requests** a judgment of possession and costs.

J **NOTE TO PLAINTIFF:** If you wish to demand a jury trial, you must file a jury demand (MC 22) with the complaint.

SUPPLEMENTAL COMPLAINT

K 10. Complaint is made and judgment is sought for money damages against the defendant as follows: Use a separate sheet of paper if needed.

L _____ Date _____ Plaintiff/Attorney signature _____

Form DC 102d

**COMPLAINT,
TERMINATION OF TENANCY
Mobile Home Park-Mobile Home Owner
(Just-Cause Termination)**

Use this form if:

- you want to start eviction proceedings against a tenant to terminate tenancy in a mobile home park, and
- you delivered to the tenant a demand for possession to terminate tenancy (form DC 100d), and
- the time for moving as stated in the demand has passed since the date you delivered the demand for possession.

STATE OF MICHIGAN JUDICIAL DISTRICT	COMPLAINT, TERMINATION OF TENANCY Mobile Home Park-Mobile Home Owner (Just-Cause Termination)	CASE NO.
--	--	-----------------

Court address

Court telephone no.

B Plaintiff name(s), address(es), and telephone no(s).

Plaintiff's attorney, bar no., address, and telephone no.

v

Defendant name(s), and address(es)

The plaintiff states:

- C** 1. There is no other pending or resolved civil action arising out of the same transaction or occurrence alleged in this complaint.
 A civil action between these parties or other parties arising out of the transaction or occurrence alleged in this complaint has been previously filed in _____ Court. The docket number and assigned judge are _____.
 The action remains is no longer pending.

2. Attached to this complaint is a copy of the lease or occupancy agreement, if any, under which possession is claimed, and a copy of the demand for possession showing when and how it was served.

3. The owner/operator of the mobile home park described in the attached demand for possession is:

D _____
 Name (type or print)

E 4. The defendant is in possession of the following portion of the mobile home park:

F 5. The plaintiff has terminated tenancy and has a right to possession based on just cause as follows: See next page for explanation

6. The defendant has not complied with the demands made.

7. **The plaintiff requests** a judgment of possession and costs.

G NOTE **TO PLAINTIFF:** If you wish to demand a jury trial, you must file a jury demand (MC 22) **with the complaint.**

TO THE DEFENDANT: You are required to pay rent and other charges while this case is pending.

SUPPLEMENTAL COMPLAINT

H 8. Complaint is made and judgment is sought for money damages against the defendant as follows:

I _____
 Date Plaintiff/Attorney signature

**EXPLANATION OF JUST-CAUSE TERMINATIONS
FOR MOBILE HOME OWNERS RENTING LAND IN MOBILE HOME PARKS**

MCL 600.5775(2)

- (a) Use of site for unlawful purpose.
- (b) Failure by the tenant to comply with a lease or agreement of the park or with a rule or regulation of the mobile home park adopted under the lease or agreement, which rule or regulation is reasonably related to the following:
 - (i) the health, safety, or welfare of the park, its employees, or tenants.
 - (ii) the quiet enjoyment of the other tenants of the mobile home park.
 - (iii) maintaining the physical condition or appearance of the mobile home park or the mobile homes on site.
- (c) A violation by the tenant of rules of the Michigan Department of Public Health (now known as Community Health).
- (d) Intentional physical injury by the tenant to the personnel or other tenants of the mobile home park, or intentional physical damage by the tenant to the property of the mobile home park or of its other tenants.
- (e) Failure of the tenant to comply with a local ordinance, state law, or governmental rule or regulation relating to mobile homes.
- (f) Failure of the tenant to pay rent or other charges under the lease or rental agreement on time on three or more occasions during any 12-month period, for which the owner or operator has served a written demand for possession for nonpayment of rent and the tenant has failed or refused to pay the rent or other charges within the time period stated in the written demand for possession.
- (g) Conduct by the tenant upon the mobile home park premises which is a substantial annoyance to other tenants or to the mobile home park, after notice and an opportunity to cure.
- (h) Failure of the tenant to maintain the mobile home or mobile home site in a reasonable condition consistent with aesthetics appropriate to the park.
- (i) Condemnation of the mobile home park.
- (j) Changes in the use or substantive nature of the mobile home park.
- (k) Public health and safety violations by the tenant.

Court address Court telephone no.

Plaintiff's name, address, and telephone no.

Plaintiff's attorney, bar no., address, and telephone no.

v

Defendant's name, address, and telephone no.

If you require accommodations to use the court because of a disability or if you require a foreign language interpreter to help you fully participate in court proceedings, please contact the court immediately to make arrangements.



NOTICE TO THE DEFENDANT: In the name of the people of the State of Michigan you are notified:

1. The plaintiff has filed a complaint against you and wants a money judgment for to evict you from

Address or description of premises

2. You are summoned to be in the district court on _____
Day, date, and time

at the court address above, at _____, courtroom _____
Location

- 3. This action is is not brought in the county or district in which the premises or any part of the premises is situated.
- 4. You have the right to have the case tried in the proper county, district, or court. The case will be transferred to the proper county, district, or court if you file a motion with the court before the court date above or ask for a transfer at the first hearing.
- 5. You have the right to a jury trial. You will lose this right if you do not demand a jury trial and pay the required jury fee at your first hearing or within five days of the court advising you of your rights remotely or in person at your first hearing.
- 6. A list of your rights and information about local rental and other housing help should be attached to this summons.
- 7. If you are in district court on time, you will have the chance at a hearing to say why you think you should not be evicted.
- 8. If you are not in district court on time, you may be evicted without a trial and a money judgment may be entered against you.

This document must be sealed by the seal of the court. _____
Court clerk signature and date

CERTIFICATE OF MAILING BY COURT

I certify that on this date I served a copy of this summons and the complaint and required attachments on the defendant(s) by first-class mail addressed to their last-known addresses as defined in MCR 2.107(C)(3).

Note: Use form DC 536 for record of court mailing of second copy.

Court clerk signature and date

CERTIFICATE OF MAILING BY PLAINTIFF

I served a copy of this summons and the complaint and required attachments on the defendant(s) by first-class mail addressed to their last-known addresses as defined in MCR 2.107(C)(3). I declare under the penalties of perjury that this certificate of mailing has been examined by me and that its contents are true to the best of my information, knowledge and belief. I have attached a receipt of mailing from the post office.

Plaintiff signature and date

Court address Court telephone no.

Plaintiff's name, address, and telephone no.

Plaintiff's attorney, bar no., address, and telephone no.

v

Defendant's name, address, and telephone no.



NOTICE TO THE DEFENDANT: In the name of the people of the State of Michigan you are notified:

1. The plaintiff has filed a complaint against you and wants a money judgment for to evict you from

Address or description of premises

2. You are summoned to be in the district court on _____
Day, date, and time

at the court address above, at _____, courtroom _____
Location

3. This action is is not brought in the county or district in which the premises or any part of the premises is situated.
4. You have the right to have the case tried in the proper county, district, or court. The case will be transferred to the proper county, district, or court if you file a motion with the court before the court date above or ask for a transfer at the first hearing.
5. You have the right to a jury trial. You will lose this right if you do not demand a jury trial and pay the required jury fee at your first hearing or within five days of the court advising you of your rights remotely or in person at your first hearing.
6. A list of your rights and information about local rental and other housing help should be attached to this summons.
7. If you are in district court on time, you will have the chance at a hearing to say why you think you should not be evicted.
8. If you are not in district court on time, you may be evicted without a trial and a money judgment may be entered against you.

This document must be sealed by the seal of the court.

Court clerk signature and date

HOW TO GET HELP

- You have received an important legal document from a court. Your landlord is trying to evict you. This means you could lose your housing and you could owe your landlord money. It is important to respond to this quickly.
- You may hire an attorney to help you answer the complaint and prepare defenses. If you cannot afford an attorney, you can get help at michiganlegalhelp.org or you might qualify for assistance through a local legal aid office. If you do not have Internet access at home, you can access the Internet at your local library.
- If you do not have an attorney, but have money to hire one, you can find an attorney through the State Bar of Michigan Lawyer Referral Service at 1-800-968-0738 or a local lawyer referral service at michbar.org.
- If you require accommodations to use the court because of a disability or if you require a foreign language interpreter to help you fully participate in court proceedings, please contact the court immediately to make arrangements.

PROOF OF SERVICE

TO PROCESS SERVER: You must serve the summons and complaint and file proof of service with the court clerk. If you are unable to complete service, you must return this original and all copies to the court clerk.

CERTIFICATE OF SERVICE / NONSERVICE

I served personally by registered or certified mail, return receipt requested, and delivery restricted to the addressee (copy of return receipt attached) by delivery to a member of the defendant's or defendants' household (who was of suitable age, informed of the contents, and asked to deliver the documents promptly to the defendant(s)) after diligent attempts at personal service, by securely attaching the papers to the main entrance of the tenant's or tenants' dwelling unit as described below a copy of the summons and complaint, together with the attachments listed below, on:

I have attempted to serve a copy of the summons and complaint, together with the attachments listed below, and have been unable to complete service on:

Name	Date and time of service
Place or address of service	
Attachments (if any)	
Attempts at service by secure attachment	

I am a sheriff, deputy sheriff, bailiff, appointed court officer or attorney for a party.

I am a legally competent adult who is not a party or an officer of a corporate party. I declare under the penalties of perjury that this certificate of service has been examined by me and that its contents are true to the best of my information, knowledge, and belief.

Service fee	Miles traveled	Fee	
\$		\$	
Incorrect address fee	Miles traveled	Fee	TOTAL FEE
\$		\$	
			\$

Signature

Name (type or print)

ACKNOWLEDGMENT OF SERVICE

I acknowledge that I have received service of a copy of the summons and complaint, together with

Attachments (if any) on _____
Date and time

Signature on behalf of _____

Name (type or print)

NEW FORM

STATE OF MICHIGAN JUDICIAL DISTRICT COUNTY	SUMMONS Land Contract Forfeiture	CASE NO. and JUDGE
---	---	---------------------------

Court address

Court telephone no.

Plaintiff's name, address, and telephone no.

Plaintiff's attorney, bar no., address, and telephone no.

v

Defendant's name, address, and telephone no.

If you require accommodations to use the court because of a disability or if you require a foreign language interpreter to help you fully participate in court proceedings, please contact the court immediately to make arrangements.

NOTICE TO THE DEFENDANT: In the name of the people of the State of Michigan you are notified:

1. The plaintiff has filed a complaint against you and wants
- to recover possession, after land contract forfeiture, of
 - a money judgment for
 - to evict you from

Address or description of premises

2. You are commanded to appear at the date and time below and answer or take other action permitted by law within the time permitted by statute after you are served with this summons.

Day, date, and time

at the court address above.

at _____, courtroom _____.
Location

3. If you do not answer or take other action within the time allowed, judgment may be entered against you for the relief demanded in the complaint.
4. If you are in court on time, you will have an opportunity to be heard. Bring witnesses, receipts, and other necessary papers with you.
5. If you are not in court on time, a judgment may be entered against you. If you do not comply with the terms of the judgment, you may be evicted.

This document must be sealed by the seal of the court.

Court clerk signature and date

PROOF OF SERVICE

TO PROCESS SERVER: You must serve the summons and complaint and file proof of service with the court clerk. If you are unable to complete service, you must return this original and all copies to the court clerk.

CERTIFICATE OF SERVICE / NONSERVICE

I served personally by registered or certified mail, return receipt requested, and delivery restricted to the addressee (copy of return receipt attached) a copy of the summons and complaint, together with the attachments listed below, on:

I have attempted to serve a copy of the summons and complaint, together with the attachments listed below, and have been unable to complete service on:

Name	Date and time of service
Place or address of service	
Attachments (if any)	

I am a sheriff, deputy sheriff, bailiff, appointed court officer or attorney for a party.

I am a legally competent adult who is not a party or an officer of a corporate party. I declare under the penalties of perjury that this certificate of service has been examined by me and that its contents are true to the best of my information, knowledge, and belief.

Service fee \$	Miles traveled	Fee \$	
Incorrect address fee \$	Miles traveled	Fee \$	TOTAL FEE \$

Signature

Name (type or print)

ACKNOWLEDGMENT OF SERVICE

I acknowledge that I have received service of a copy of the summons and complaint, together with

Attachments (if any) _____ on _____
Date and time

Signature on behalf of _____

Name (type or print)

STATE OF MICHIGAN JUDICIAL DISTRICT	JUDGMENT LANDLORD-TENANT	CASE NO.
--	-------------------------------------	-----------------

Court address _____ Court telephone no. _____

Plaintiff _____

v

Defendant _____

Plaintiff/Attorney

Personal service

Defendant/Attorney

Personal service

THE COURT FINDS:

by hearing default* consent**

The court determines a valid waiver of rights exists and the terms of the consent judgment are fair.

POSSESSION JUDGMENT

- 1. The plaintiff has a right to recover possession of the property.
- 2. There is now due to the plaintiff for nonpayment of rent and other money due under the lease:
 - a. Rent to retain possession \$ _____
 - b. Other money due..... \$ _____
 - c. Costs..... \$ _____
 - d. Total \$ _____
- 3. The defendant has a right to retain possession.

IT IS ORDERED:

- 4. a. The plaintiff can apply for an order evicting the defendant if the defendant does not pay the plaintiff or the court the amount due in item 2d above or does not move out on or before _____ .
Date _____
- b. The plaintiff can apply for an order evicting the defendant if the defendant does not move out on or before _____ .
Date _____
- c. An immediate order of eviction shall be entered pursuant to MCL 600.5744(3).
- 5. The defendant may be liable for money damages after moving if additional rent is owed or if there is damage to the property.
- 6. Acceptance of partial payment of the total amount due in item 2d above will will not prevent the court from issuing an order evicting the defendant.
- 7. No money judgment is entered at this time.

MONEY JUDGMENT

- 8. A possession judgment was previously entered. Damages \$ _____
- 9. A money judgment, which will earn interest at statutory rates, is entered as follows:

Costs	\$ _____
Total	\$ _____

10. THE COURT FURTHER ORDERS: _____

Date Judge Bar no.

YOU ARE ADVISED that you may file a motion for a new trial, a motion to set aside a default judgment, or an appeal and appeal bond, which must comply with all court rules and must be filed in court by _____. You may want legal help.
Date _____

MCR 4.201(J) was explained to the parties.
*For a defendant on active military duty, default judgment shall not be entered except as provided by the Servicemembers Civil Relief Act.

CERTIFICATE OF MAILING: I certify that on this date I served a copy of this judgment on the parties or their attorneys by first-class mail addressed to their last-known addresses as defined in MCR 2.107(C)(3).

Date Deputy clerk

**Approved:

Date Plaintiff/Attorney

Date Defendant/Attorney

STATE OF MICHIGAN JUDICIAL DISTRICT	JUDGMENT TERMINATION OF TENANCY Mobile Home Park-Mobile Home Owner Just-Cause Termination	CASE NO.
--	--	-----------------

Court address _____ Court telephone no. _____

Plaintiff _____

v

Defendant _____

Plaintiff/Attorney

Defendant/Attorney

Personal service

Personal service

THE COURT FINDS:

by hearing default* consent**

The court determines a valid waiver of rights exists and the terms of the consent judgment are fair.

1. The plaintiff has a right to recover possession of the mobile home site.

2. The owner/operator has has not established just cause for termination.

3. The defendant has a right to retain possession of the mobile home site.

IT IS ORDERED:

- 4. The defendant must move out of the mobile home within 10 days from the date of this judgment, however, the defendant has 90 days to move the mobile home or sell the mobile home. **See the other side for an explanation of rights and obligations in this case.**
- 5. An order evicting the defendant will be issued on or after _____ unless the defendant moves out of the mobile home. Date
- 6. The defendant may be liable for money damages after moving if additional rent is owed or if there is damage to the property.
- 7. No money judgment is awarded at this time.

MONEY JUDGMENT

- 8. A possession judgment was previously entered.
- 9. A money judgment, which will earn interest at statutory rates, is entered as follows:

Damages	\$	_____
Costs	\$	_____
Total	\$	=====

10. **THE COURT FURTHER ORDERS:** _____

Date _____ Judge _____ Bar no. _____

YOU ARE ADVISED that you may file a motion for a new trial, a motion to set aside a default judgment, or an appeal and appeal bond, which must comply with all court rules and must be filed in court by _____. You may want legal help.

MCR 4.201(J) was explained to the parties.

*For a defendant on active military duty, default judgment shall not be entered except as provided by the Servicemembers Civil Relief Act.

CERTIFICATE OF MAILING: I certify that on this date I served a copy of this judgment on the parties or their attorneys by first-class mail addressed to their last-known addresses as defined in MCR 2.107(C)(3).

Date _____ Deputy clerk _____

**Approved:

Date _____	Plaintiff/Attorney _____
Date _____	Defendant/Attorney _____

**MOBILE HOME OWNER'S RIGHTS AND OBLIGATIONS IN
MOBILE HOME PARK (JUST-CAUSE TERMINATIONS)**

MCL 600.5781

When tenancy in a mobile home park is terminated for just cause:

Even though you must move out of your mobile home within 10 days of the date of judgment, you may sell your mobile home on site subject to the following conditions.

- (a) You must sell or move the mobile home within 90 days after the date of a judgment of possession. If the mobile home park owner or operator denies tenancy to a person who offers to purchase the mobile home within this 90-day period, the time period shall be extended for another 90 days.
- (b) You are required to pay all rent and other charges for the mobile home site on time during this 90-day period or during any proper extension of the time period under (a). If you fail to pay on time, the owner or operator of the mobile home park can seek to have you evicted immediately.
- (c) The owner or operator of the mobile home park may disconnect all utilities supplied by the mobile home park 10 days after the date of a judgment of possession.
- (d) Within 10 days after the date of judgment of possession, you must provide the owner or operator of the mobile home park with proof that the mobile home has been properly winterized by a licensed mobile home installer and repairer. If you fail to provide this proof within 10 days, the owner or operator of the mobile home park can seek to have you evicted immediately.
- (e) You must continue to maintain the mobile home and mobile home site in accordance with the rules and regulations of the mobile home park.
- (f) The mobile home park must provide you with reasonable access to the mobile home and the mobile home site for the purpose of maintaining the mobile home and mobile home site and selling the mobile home.

If you do not move or sell your mobile home within the time limits stated above, the mobile home park owner or operator may have the mobile home removed.

If you continue to live in the mobile home beyond the 10 days after the date of the judgment of possession, the mobile home park owner or operator can seek to have you evicted.

STATE OF MICHIGAN JUDICIAL DISTRICT	APPLICATION AND ORDER OF EVICTION Landlord-Tenant / Land Contract	CASE NO. and JUDGE
--	--	---------------------------

Court address _____ Court telephone no. _____

Plaintiff's name, address, and telephone no.
Plaintiff's attorney, bar no., address, and telephone no.

v

Defendant's name, address, and telephone no.
Defendant's attorney, bar no., address, and telephone no.

NOTE: An application may be required even though a request for an order of eviction is granted in the judgment.

APPLICATION

1. On _____ judgment was entered against the defendant(s) and the plaintiff was awarded possession of the following described property: _____

2. No payment has been made on the judgment or no rent has been received since the date of judgment, except the sum of \$ _____ received under the following conditions: _____

3. The plaintiff has complied with the terms of the judgment.
4. The time stated in the judgment before an order of eviction can be issued has elapsed.

I declare under the penalties of perjury that this application has been examined by me and that its contents are true to the best of my information, knowledge, and belief.

Date

Plaintiff/Attorney signature

ORDER OF EVICTION

IN THE NAME OF THE PEOPLE OF THE STATE OF MICHIGAN:
To the Court Officer: You are ordered to restore the plaintiff to, and put the plaintiff in, full possession of the premises.

NOTE: In tenancy cases, this order must be executed within 56 days of the issuance date.



Judge signature and date

RETURN

I certify and return that on _____ I executed the order of eviction on the **first page** of this
Date
form by evicting _____
Name(s)
from the property, and I have restored the plaintiff to peaceful possession as ordered.

Date

(Deputy) Sheriff/Court officer/Bailiff

Service fee \$	Miles traveled	Fee \$	
Incorrect address fee \$	Miles traveled	Fee \$	TOTAL FEE \$

STATE OF MICHIGAN JUDICIAL DISTRICT	REQUEST AND ORDER OF EVICTION AFTER CONDITIONAL DISMISSAL Landlord-Tenant / Land Contract	CASE NO. and JUDGE
--	--	---------------------------

Court address

Court telephone no.

Plaintiff's name, address, and telephone no.
Plaintiff's attorney, bar no., address, and telephone no.

v

Defendant's name, address, and telephone no.
Defendant's attorney, bar no., address, and telephone no.

REQUEST

1. A consent order for conditional dismissal was entered on _____ .
Date
2. Pursuant to the terms of the conditional dismissal, plaintiff is submitting the affidavit of default, order of reinstatement of case and entry of judgment, judgment for money (if eligible), and this order for eviction simultaneously to the court for entry.

I declare under the penalties of perjury that this request has been examined by me and that its contents are true to the best of my information, knowledge, and belief.

_____ Date

_____ Plaintiff/Attorney signature

ORDER OF EVICTION

IN THE NAME OF THE PEOPLE OF THE STATE OF MICHIGAN:
To the Court Officer: You are ordered to restore the plaintiff to, and put the plaintiff in, full possession of the premises.

 Judge signature and date

NOTE: In tenancy cases, this order must be executed within 56 days of the issuance date.

RETURN

I certify and return that on _____ I executed the order of eviction by evicting
Date

Name(s)

from the property, and I have restored the plaintiff to peaceful possession as ordered.

Date

(Deputy) Sheriff/Court officer/Bailiff

Service fee \$	Miles traveled	Fee \$	
Incorrect address fee \$	Miles traveled	Fee \$	TOTAL FEE \$



(A) STATE OF MICHIGAN JUDICIAL DISTRICT	ANSWER NONPAYMENT OF RENT Landlord-Tenant	CASE NO. and JUDGE
--	--	---------------------------

Court address Court telephone no.

(B) Plaintiff's name, address, and telephone no. Plaintiff's attorney, bar no., address, and telephone no.	v	Defendant's name, address, and telephone no. Defendant's attorney, bar no., address, and telephone no.
--	----------	---

(C) 1. I demand a jury trial.

2. I received a complaint from the plaintiff and I appear and answer as follows.

(D) 3. I agree that disagree that do not know whether the person named in item 3 of the complaint is the owner of the property described in the demand for possession. Explain in detail why you disagree. Use a separate sheet of paper if needed.

(E) 4. I agree that disagree that do not know whether I am in possession of the portion of property described in item 4 of the complaint. Explain in detail why you disagree. Use a separate sheet of paper if needed.

(F) 5. I agree that disagree that do not know whether the plaintiff has the right to possession of the property and that the rent and other money due is accurate as stated in item 5 of the complaint. Explain in detail why you disagree. Use a separate sheet of paper if needed.

(G) 6. I agree that disagree that do not know whether the tenancy involves regulated housing as stated in item 6 of the complaint. Explain in detail why you disagree. Use a separate sheet of paper if needed.

(H) 7. I agree that disagree that do not know whether the plaintiff kept the residential property fit for the use intended and in reasonable repair during the term of the lease and in compliance with the applicable state and local health and safety laws as stated in item 7 of the complaint. Explain in detail why you disagree. Use a separate sheet of paper if needed.

Page added

I 8. I agree that disagree that I have not complied with the demands made by the plaintiff as stated in item 8 of the complaint. Explain in detail why you disagree. Use a separate sheet of paper if needed.

J 9. I agree disagree with the plaintiff's request for judgment and costs as stated in item 9 of the complaint. Explain in detail why you disagree. Use a separate sheet of paper if needed.

K 10. I agree disagree with the supplemental complaint for money damages. Explain in detail why you disagree. Use a separate sheet of paper if needed.

L 11. Other statements related to this case are: Use a separate sheet of paper if needed.

M _____
Date

Defendant/Attorney signature

CERTIFICATE OF MAILING

I served a copy of this answer on the parties or their attorneys by first-class mail addressed to their last-known addresses as defined by MCR 2.107(C)(3). I declare under the penalties of perjury that this certificate of mailing has been examined by me and that its contents are true to the best of my information, knowledge, and belief.

N _____
Date

Defendant/Attorney signature



(A) STATE OF MICHIGAN JUDICIAL DISTRICT	ANSWER DAMAGE/HEALTH HAZARD TO PROPERTY Landlord-Tenant	CASE NO. and JUDGE
---	--	---------------------------

Court address Court telephone no.

(B) Plaintiff's name, address, and telephone no. Plaintiff's attorney, bar no., address, and telephone no.	v	Defendant's name, address, and telephone no. Defendant's attorney, bar no., address, and telephone no.
--	----------	---

- (C)** 1. I demand a jury trial.
2. I received a complaint from the plaintiff and I appear and answer as follows.
- (D)** 3. I agree that disagree that do not know whether the person named in item 3 of the complaint is the owner of the property described in the demand for possession. Explain in detail why you disagree. Use a separate sheet of paper if needed.
- (E)** 4. I agree that disagree that do not know whether I am in possession of the portion of property described in item 4 of the complaint. Explain in detail why you disagree. Use a separate sheet of paper if needed.
- (F)** 5. I agree that disagree that do not know whether the plaintiff has the right to possession of the property as stated in item 5 of the complaint. Explain in detail why you disagree. Use a separate sheet of paper if needed.
- (G)** 6. I agree that disagree that do not know whether the tenancy involves regulated housing as stated in item 6 of the complaint. Explain in detail why you disagree. Use a separate sheet of paper if needed.
- (H)** 7. I agree that disagree that do not know whether the plaintiff kept the residential property fit for the use intended and in reasonable repair during the term of the lease **and in compliance with the applicable state and local health and safety laws** as stated in item 7 of the complaint. Explain in detail why you disagree. Use a separate sheet of paper if needed.

Page added

I 8. I agree that disagree that I have not complied with the demands made by the plaintiff as stated in item 8 of the complaint. Explain in detail why you disagree. Use a separate sheet of paper if needed.

J 9. I agree disagree with the plaintiff's request for judgment and costs as stated in item 9 of the complaint. Explain in detail why you disagree. Use a separate sheet of paper if needed.

K 10. I agree disagree with the supplemental complaint for money damages. Explain in detail why you disagree. Use a separate sheet of paper if needed.

L 11. Other statements related to this case are: Use a separate sheet of paper if needed.

M _____
Date

Defendant/Attorney signature

CERTIFICATE OF MAILING

I served a copy of this answer on the parties or their attorneys by first-class mail addressed to their last-known addresses as defined by MCR 2.107(C)(3). I declare under the penalties of perjury that this certificate of mailing has been examined by me and that its contents are true to the best of my information, knowledge, and belief.

N _____
Date

Defendant/Attorney signature

(A) STATE OF MICHIGAN JUDICIAL DISTRICT	ANSWER TO COMPLAINT TO RECOVER POSSESSION OF PROPERTY	CASE NO. and JUDGE
---	---	---------------------------

Court address Court telephone no.

(B) Plaintiff's name, address, and telephone no.	v	Defendant's name, address, and telephone no.
Plaintiff's attorney, bar no., address, and telephone no.		Defendant's attorney, bar no., address, and telephone no.

- (C)** 1. I demand a jury trial.
2. I received a complaint from the plaintiff and I appear and answer as follows.
- (D)** 3. I agree that disagree that do not know whether the person named in item 3 of the complaint is the owner of the property described in the notice to quit. Explain in detail why you disagree. Use a separate sheet of paper if needed.
- (E)** 4. I agree that disagree that do not know whether I am in possession of the portion of property described in item 4 of the complaint. Explain in detail why you disagree. Use a separate sheet of paper if needed.
- (F)** 5. I agree that disagree that do not know whether the plaintiff has the right to possession of the property and that the reason for termination of tenancy is accurate as stated in item 5 of the complaint. Explain in detail why you disagree. Use a separate sheet of paper if needed.
- (G)** 6. I agree that disagree that do not know whether the tenancy involves regulated housing as stated in item 6 of the complaint. Explain in detail why you disagree. Use a separate sheet of paper if needed.
- (H)** 7. I agree that disagree that do not know whether the plaintiff kept the residential property fit for the use intended and in reasonable repair during the term of the lease and in compliance with the applicable state and local health and safety laws as stated in item 7 of the complaint. Explain in detail why you disagree. Use a separate sheet of paper if needed.

Page added

I 8. I agree that disagree that I remain in possession of the property as stated by the plaintiff in item 8 of the complaint. Explain in detail why you disagree. Use a separate sheet of paper if needed.

J 9. I agree disagree with the plaintiff's request for judgment and costs as stated in item 9 of the complaint. Explain in detail why you disagree. Use a separate sheet of paper if needed.

K 10. I agree disagree with the supplemental complaint for money damages. Explain in detail why you disagree. Use a separate sheet of paper if needed.

L 11. Other statements related to this case are: Use a separate sheet of paper if needed.

M _____
Date

Defendant/Attorney signature

CERTIFICATE OF MAILING

I served a copy of this answer on the parties or their attorneys by first-class mail addressed to their last-known addresses as defined by MCR 2.107(C)(3). I declare under the penalties of perjury that this certificate of mailing has been examined by me and that its contents are true to the best of my information, knowledge, and belief.

N _____
Date

Defendant/Attorney signature

(A) STATE OF MICHIGAN
JUDICIAL DISTRICT

**ANSWER, TERMINATION OF TENANCY
Mobile Home Park - Mobile Home Owner
(Just-Cause Termination)**

CASE NO. and JUDGE

Court address

Court telephone no.

(B) Plaintiff's name, address, and telephone no.

Plaintiff's attorney, bar no., address, and telephone no.

v

Defendant's name, address, and telephone no.

Defendant's attorney, bar no., address, and telephone no.

(C) 1. I demand a jury trial.

2. I received a complaint from the plaintiff and I appear and answer as follows.

(D) 3. I agree that disagree that do not know whether the person named in item 3 of the complaint is the owner of the property described in the demand for possession. Explain in detail why you disagree. Use a separate sheet of paper if needed.

(E) 4. I agree that disagree that do not know whether I am in possession of the portion of property described in item 4 of the complaint. Explain in detail why you disagree. Use a separate sheet of paper if needed.

(F) 5. I agree that disagree that do not know whether the plaintiff has the right to possession of the property and that the reason for termination of tenancy is accurate as stated in item 5 of the complaint. Explain in detail why you disagree. Use a separate sheet of paper if needed.

(G) 6. I agree that disagree that I have not moved as demanded by the plaintiff in item 6 of the complaint. Explain in detail why you disagree. Use a separate sheet of paper if needed.

(H) 7. I agree disagree with the plaintiff's request for judgment and costs as stated in item 7 of the complaint. Explain in detail why you disagree. Use a separate sheet of paper if needed.

Page added

I 8. I agree disagree with the supplemental complaint for money damages. Explain in detail why you disagree. Use a separate sheet of paper if needed.

J 9. Other statements related to this case are: Use a separate sheet of paper if needed.

K _____
Date

Defendant/Attorney signature

CERTIFICATE OF MAILING

I served a copy of this answer on the parties or their attorneys by first-class mail addressed to their last-known addresses as defined by MCR 2.107(C)(3). I declare under the penalties of perjury that this certificate of mailing has been examined by me and that its contents are true to the best of my information, knowledge, and belief.

L _____
Date

Defendant/Attorney signature

STATE OF MICHIGAN JUDICIAL DISTRICT	CONSENT ORDER FOR CONDITIONAL DISMISSAL Landlord-Tenant	CASE NO. and JUDGE
--	---	--------------------

Court address Court telephone no.

Plaintiff's name, address, and telephone no.
Plaintiff's attorney, bar no., address, and telephone no.

v

Defendant's name, address, and telephone no.
Defendant's attorney, bar no., address, and telephone no.

THE COURT FINDS the parties agree to the conditional dismissal of the case under the terms below.
 Pursuant to MCR 4.201(K)(2)(e)(iv) the court determines a valid waiver of rights exists and the terms of the conditional dismissal are fair.

THE COURT ORDERS

1. The case is dismissed without prejudice subject to the conditions below.
2. Defendant shall pay the following to plaintiff pursuant to the terms in item 3:
 on or before _____:
Date
 - a. Rent..... \$ _____ due through the time period ending _____
Date
 - b. Court costs \$ _____
 - c. Other money due..... \$ _____
 - d. Total..... \$ _____
3. Further conditions: _____

4. If defendant fails to pay the rent and other costs or meet other conditions as set forth above the plaintiff may seek entry of an order for reinstatement of the case and entry of judgment.
 - a. Plaintiff shall file an affidavit with the court and serve the defendant with the affidavit and notice as required by MCR 2.602(C). If defendant does not file verified objections to the affidavit within 14 days of service of the notice pursuant to MCR 2.602(C)(2)(d), the order for reinstatement of case and entry of judgment, a judgment for money (if eligible and requested in the complaint), and an order of eviction shall enter simultaneously without notice or further process.*
 - OR**
 - b. This action may proceed without notice to the defendant or further process. The parties specifically waive notice under MCR 2.602(C)(2)(d) and MCR 4.201(M)(3). This action will be reinstated upon the plaintiff's submission of an affidavit of default, order for reinstatement of case and entry of judgment, a judgment for money (if eligible and requested in the complaint), and an order of eviction, which will enter simultaneously without notice or further process.*

*For a defendant on active military duty, default judgment shall not be entered except as provided by the Servicemembers Civil Relief Act.

- 5. Defendant remains responsible for paying the entire amount as stated in this order that is not paid by Michigan Department of Health and Human Services (MDHHS) or any other third party within the time period provided by this order.
- 6. The defendant may be liable for money damages if additional rent is owed or if there is damage to the property.
- 7. Partial payment by defendant of the amount due in item 2d above will not prevent issuance of an order of eviction should a judgment enter after default on this conditional dismissal.

MCR 4.201(J) was explained to the parties.

Judge signature and date

Approved as to form and content.

Plaintiff/Plaintiff's attorney signature and date

Defendant's attorney signature and date

Defendant's signature and date (optional if represented)

New Form

STATE OF MICHIGAN JUDICIAL DISTRICT	REQUEST FOR COURT MAILING AND RECORD OF MAILING BY COURT (Landlord-Tenant)	CASE NO. and JUDGE
--	---	---------------------------

Court address

Court telephone no.

Plaintiff's name, address, and telephone no.
Plaintiff's attorney, bar no., address, and telephone no.

v

Defendant's name, address, and telephone no.
--

REQUEST FOR COURT MAILING

Pursuant to MCR 4.201(D), I request that the court mail a second copy of the summons and complaint and all attachments addressed to each defendant in this case.

Date

Plaintiff/Attorney signature

RECORD OF MAILING BY COURT

A copy of the Summons, Complaint and attachments, Advice of Rights and Information (Landlord-Tenant), local rental and housing information, and Request for Court Mailing (Landlord-Tenant) were placed in a court envelope addressed to each defendant and delivered to the US Post Office at least 7 days before the date of trial as required by MCR 4.201(D).

Date of mailing: _____
Date

Court clerk signature

Print name

NEW FORM

Advice of Rights and Information (Landlord-Tenant)

This information explains your rights as a tenant (defendant) when your landlord has filed a case to evict you. They may also be asking the court to order you to pay money.

You should also have received separate information about where you can apply for rental or other housing assistance.

Read this form carefully.

Notice of Rights

1. Attorney

You have the right to hire an attorney. If you cannot pay for one, the court must give you information about any legal aid assistance there might be for your area.

2. Place where case will be heard

- You have the right to have your case heard in the county or district where the property, or any part of it, is located.
- Look at item 3 on the attached summons (form *DC 104*). If the landlord (plaintiff) has checked the box saying that the case **is not** being brought where the premises is located, you can ask the court to transfer the case to the county or district where the property, or any part of it, is.
- You can ask the court to move the case by filing a request (motion) in writing before the court date listed on the summons, or ask the court in person at the first court hearing.

3. Jury trial

- You have the right to demand a jury trial.
- If you want a jury trial, you must tell the court at your first court appearance, or make the demand in writing within **5 days** of the court explaining your right to a jury trial.
- You can use form *MC 22*, Jury Demand, and file it with the court.
- You must pay a \$50 fee when you make your demand or within **5 days** of the court explaining your right to a jury trial. You do not have to pay the jury fee if you have asked the court to waive fees and the court has approved your request under MCR 2.002.

4. Rental and other housing assistance

If your landlord has asked for you to be evicted from a residential property because you haven't paid rent, you may be able to get assistance from

- the Michigan Department of Health and Human Services (MDHHS)
- a local Coordinated Entry Agency
- a Housing Assessment and Resource Agency
- a federal Help for Homeless Veterans program

You should have received information on local rental and housing assistance with the summons.

You do not need a judgment against you to receive help from the places listed above. A copy of the summons and complaint from your case are enough.

5. Reaching an agreement outside of court

You may be able to reach an agreement with the landlord by going through a Michigan or local community dispute resolution program. You can find a program at courts.mi.gov/CDRP.

6. Conditional dismissal

You may be able to reach an agreement with the landlord that will mean the case gets dismissed. The court must provide you with the form for this or tell you where to find it online.

NEW FORM

STATE OF MICHIGAN JUDICIAL DISTRICT COUNTY	RENTAL ASSISTANCE <input type="checkbox"/> Proof of Application <input type="checkbox"/> Status Update	CASE NO. and JUDGE
--	--	--------------------

Court address

Court telephone no.

Plaintiff's name, address, and telephone no.

Defendant's name, address, and telephone no.

v

Plaintiff's attorney, bar no., address, and telephone no.

Defendant's attorney, bar no., address, and telephone no.

To the Tenant (Defendant):

Use this form if you are applying for help with your rent and the court has stayed (temporarily stopped) an eviction case against you to give you time to apply.

To tell the court that you have asked for help with rent, check *Proof of Application* at the top of the page. Then check item 1 and the box(es) for where you applied below. If you check item 1, you must provide written proof of the application(s) to the court **no later than 5 days after the case was stayed.**

To let the court know what is happening with your request for help with rent, check *Status Update* at the top of the page. Then check item 2 and the box that describes where the application stands below. You must demonstrate to the court that the application is still pending **or** has been approved and rental assistance will be received **no later than 14 days after the case was stayed.**

1. I have applied for rental assistance from
- the Michigan Department of Health and Human Services.
 - a local Coordinated Entry Agency.
 - a local Housing Assessment and Resource Agency.
 - the federal Help for Homeless Veterans Program.

Written proof of my application is attached.

2. I applied for rental assistance from _____ and provided proof to the court.
Name of organization or program
- My application has been approved.
 - There has been no decision yet on my application.

Date

Signature

Name (type or print)