

## **INSTRUCTIONS FOR FILLING OUT ORDER OF DISMISSAL**

### **HEADING**

The heading on this pleading should be the same as the heading in the original action. The case number will also be the same.

- Enter the type of court: County or District, where the original case was filed.
- Enter the name of the county where the original action was filed.
- Enter the first, middle, and last names of the person who was listed as the plaintiff in the original action.
- Enter the first, middle, and last names of the person who was listed as the defendant in the original action.
- The clerk of the court assigned a case number when the original action was filed.
- Do NOT check the boxes in the “costs” section.
- Do NOT fill out the “Date” or the judge’s signature section of the form.

**GIVE TO COURT AT SAME TIME YOU FILE YOUR MOTION.**

### **FINAL SIGNATURE**

The judge will sign and date the order and, most likely, distribute copies to participants.