

CORPORATE AUTHORITY AFFIDAVIT EXPLANATION

Revised 10/2010

A corporation is a separate legal entity, there is no single owner of a corporation. The law treats the corporation itself as a person, which can sue and be sued.

In order for a corporation to proceed with a small claim action, also any civil action, an of CORPORATE AUTHORITY AFFIDAVIT must be submitted with the Notice of Small Claim form. Corporation defendants must also submit a corporate authority affidavit before they may proceed, either in a small claims proceeding or a civil action

The CORPORATE AUTHORITY AFFIDAVIT, authorizes individual(s) to represent the corporation in Pierce County District Court, the corporation may list more than one individual to represent the corporation. The person signing the claim should be the person representing the corporation in court. The Corporate Authority Affidavit may be authorized by one (1) or more board member.

Memo sent to staff on 1-19-2009

Effective immediately, the Court will no longer maintain a separate file of corporate authority affidavits for corporations.

Corporations **MUST** file a copy of the corporate authority each time the corporation files a new small claim case. The corporate authority will be attached to the original Notice of Small claim.

Filings from corporations will not be allowed unless accompanied by a copy of the corporate authority affidavit

If you have any questions or concerns, please contact Barb Simmons, Civil Department Supervisor at (253) 798-6311.

N:\DC DOCS\civil\small\corporate authority affidavit explanation

CORPORATE NAME AND ADDRESS
OR LETTERHEAD

AFFIDAVIT OF CORPORATE AUTHORITY

As board members/officers of _____
corporation. I/We hereby authorize the following people to represent the corporation in all
matters pertaining to the small claim/civil division of Pierce County District Court, including,
but not limited to: filing the Notice of Small Claims, representing the corporation at the
mediation hearing, trial and any other hearing and/or collection of any judgment rendered
in said Court.

Printed Name and title in corporation

Printed Name and title in corporation

Printed Name and title in corporation

Date _____

Signature
Printed Name
Title in corporation

Signature
Printed Name
Title in corporation

STATE OF _____)

County of _____)

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Subscribed and sworn to before me this _____ day of _____, 20____.

NOTARY PUBLIC in and for the
State of _____
Commission expires _____