

STATE OF INDIANA )  
 ) SS:  
COUNTY OF ALLEN )

IN THE ALLEN SUPERIOR COURT  
SMALL CLAIMS DIVISION  
1 West Superior St.  
Fort Wayne, IN 46802

\_\_\_\_\_  
**Name of Corporation, Partnership, Sole Proprietorship, or LLC**  
("Business Organization") (Strike those that do not apply.)

## RESOLUTION

WHEREAS, this Business Organization is duly organized and existing under the laws of the State of Indiana; the Business Organization anticipates or currently has matters subject to litigation in the Allen Superior Court Small Claims Division; and Indiana Trial Rule S.C. 8(C) permits this Business Organization to appear without legal counsel under certain conditions;

RESOLVED, in any unassigned claim filed in the Allen Superior Small Claims Court, Allen County, Indiana, this Business Organization, through its Board of Directors, Partners, Members, or Business Owner, designates

\_\_\_\_\_, a FULL-TIME EMPLOYEE, to appear on its behalf in the presentation or defense of claims arising in the ordinary course of business;

IT IS FURTHER RESOLVED, this Business Organization shall be bound by any and all agreements relating to the small claim proceeding entered into by the designated employee and shall be liable for any and all costs, including those assessed for contempt which are levied by the Court against the designated employee.

### PRESIDENT OF CORPORATION

Dated: \_\_\_\_\_

\_\_\_\_\_  
Signature

**PARTNER / BUSINESS OWNER / AUTHORIZED MEMBER**  
(Circle One)

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Partnership / Sole Proprietorship / LLC

### SECRETARY OF CORPORATION

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Printed Name

### AFFIDAVIT OF DESIGNATED EMPLOYEE

The undersigned designated employee affirms under penalty of perjury that she/he has not been suspended or disbarred from the practice of law in the State of Indiana or any other jurisdiction.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

### CERTIFICATE OF COMPLIANCE UNDER INDIANA TRIAL RULE S.C. 8(C)

It is certified that the foregoing RESOLUTION and AFFIDAVIT OF DESIGNATED EMPLOYEE have been received for filing with the Allen Superior Court Small Claims Division on behalf of the within-named Business Organization.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Clerk, Allen Superior Court