

IN THE TRIAL COURTS FOR THE STATE OF ALASKA AT _____

_____))
_____))
Plaintiff _____))
_____))
_____))
_____))
Defendant. _____))

CASE NO. _____

**DEFAULT APPLICATION AND
AFFIDAVIT (IN F.E.D. ACTION)**

Application

The above-named Defendant has not filed a written answer to the complaint or otherwise defended this action. Therefore, Plaintiff requests that the clerk of court enter Defendant's default as provided in Civil Rule 55.

Affidavit

I solemnly swear (or affirm) that the following facts are true to the best of my knowledge:

1. The summons and complaint were served on the following Defendants by process server or peace officer. A *Return of Service* for each Defendant has been filed with the court or is attached to this application.

Defendant's Name

Date Served

2. Defendant has not filed a written answer to the complaint.
3. Defendant is not a minor under age 18 or an incompetent person.
4. Defendant's military status:

[You may check for military service online at <https://scra.dmdc.osd.mil/> and attach a copy of the results from this military website search to this request.]

☐ Defendant is in active military service.

☐ Defendant is not in military service.

☐ I am unable to determine whether or not Defendant is in military service.

My knowledge and belief about Defendant's military status is based on the following facts:

5. Calculation of amount owed to Plaintiff. [Attach receipts, invoices, rental agreement, etc. as proof of each amount owed.]

a. Unpaid Rent: _____

_____ \$ _____
List each month & amount unpaid that month Total unpaid rent

b. Damages to Premises: [Itemize]

_____ \$ _____
_____ \$ _____
_____ \$ _____

Total Damages \$ _____

c. Late Fee (if allowed by rental agreement or lease) \$ _____

Subtotal of Amount Due (rent, damages, and late fee) \$ _____

d. Subtract Amounts Defendant Paid to Plaintiff:

Security Deposit. ☐ No. ☐ Yes, in the amount of \$ _____

Other Payments. ☐ No. ☐ Yes, in the amount of \$ _____

Subtotal of Amounts Paid (\$ _____)

TOTAL AMOUNT OWED TO PLAINTIFF \$ _____

[Subtract amount paid from amount due.]

6. Costs

Filing Fee \$ _____

Service Fee \$ _____

Other Costs: _____ \$ _____

Total Costs \$ _____

7. Actual Attorney Fees \$ _____

[Civil Rule 82(b)(4) determines the amount of attorney fees that will be awarded.]

8. Prejudgment Interest

☐ I do not request prejudgment interest.

☐ I request prejudgment interest. I understand it will be calculated from the date the summons and complaint were served on Defendant to the date of judgment.

☐ I request prejudgment interest starting on the following date: _____.

*[Attach a separate computation sheet with an explanation supporting your request
See CIV-720 Eviction Booklet and Civil Rule 58.2(b).]*

9. I attached a proposed *Default Judgment (F.E.D.)* (form [CIV-745](#)) with this application.

[Wait to sign below until you are in front of a notary public or court clerk. Bring your photo ID to show the notary.]

Date

Signature of Plaintiff or Plaintiff's Attorney

Print or Type Name

Mailing Address

City State ZIP

Subscribed and sworn to or affirmed before me at _____, Alaska
on _____.

(SEAL)

Court clerk, notary public, or other person
authorized to administer oaths.
My commission expires: _____

This section must be completed. Service is required under all circumstances.

Certificate of Service

I certify that on _____ [date], a copy of this default application and all its attachments was mailed to:

Defendant Name

Address

[If Defendant has been evicted, you cannot use that address unless you cannot find Defendant's current mailing address. Civil Rule 85(a)(5). For more information, see [CIV-720 Eviction Booklet](#).]

- ☐ The address listed above is the address from which Defendant was evicted. I could not find Defendant's current mailing address or location. I tried to find out this information in the following ways:

- ☐ Searched [CourtView](#) for other open or recent court cases involving Defendant and checked the court files in this case and any other cases.

- ☐ Contacted Defendant to try and get a current address by

☐ phone call ☐ text ☐ email ☐ social media ☐ _____

[Even if you were able to reach Defendant by one of these methods and tell them about the default, you still must mail Defendant a copy of this default application if they gave you a new address.]

- ☐ Called directory assistance.

- ☐ Contacted references listed on the rental application.

- ☐ Searched these locator sites on the internet: _____

- ☐ Other: _____

- ☐ I do not have a phone number or email for Defendant, and I do not know of or have access to any of Defendant's social media accounts.

- ☐ Defendant did not provide me any references or third-party contacts to try and get location information from.

Plaintiff's Signature _____

ENTRY OF DEFAULT

For Court Use Only

The above-named Defendant's default is hereby entered in the records of this court.

Date

Signature of Clerk of Court/Deputy Clerk

I certify that on _____, a copy of this document was mailed to Plaintiff.

Clerk: _____