

[Attorney Name]
[Law Firm Name]
[Address]
[City, State, Zip Code]
[Phone Number]
[Email Address]
[Bar Number]

IN THE [Name of Court] COURT OF [County Name] COUNTY
STATE OF [State Name]

[Plaintiff Name], Plaintiff,
v.
[Defendant Name], Defendant.

Case No.: [Case Number]

NOTICE OF APPEARANCE

TO THE CLERK OF THE COURT AND ALL PARTIES OF RECORD:

PLEASE TAKE NOTICE that [Attorney Name] of [Law Firm Name] hereby enters an appearance as counsel of record for [Name of Party, e.g., Defendant John Doe] in the above-captioned matter.

All further pleadings, notices, and correspondence related to this action should be served upon the undersigned at the address listed above.

Respectfully submitted,

[Attorney Signature]
[Date]

CERTIFICATE OF SERVICE

I hereby certify that a true and correct copy of the foregoing Notice of Appearance was served upon the following parties via [Method of Service, e.g., U.S. Mail / Electronic Filing System] on this [Day] day of [Month], [Year]:

[Opposing Counsel Name]

[Opposing Firm Name]

[Address]

[City, State, Zip Code]

[Attorney Signature]