

Your Name: _____

Mailing Address: _____

Phone: _____ Message Phone: _____

Email: _____

IN THE SUPERIOR COURT FOR THE STATE OF ALASKA

At _____
City or Town where Court is located

Plaintiff,)
)
)
vs.)
)
)

Defendant.)
)
)

Case No. _____

DEFAULT APPLICATION FOR ☐ DIVORCE ☐ CUSTODY ☐ LEGAL SEPARATION

I request that the clerk of court enter the default of defendant for failure to appear and respond to this action pursuant to Civil Rule 55, and enter default judgment in my favor on the requests I made in the complaint.

AFFIDAVIT

I swear or affirm that the facts set out below are true to the best of my personal knowledge.

1. I served the defendant with the following documents more than 20 days ago:

- ☐ Summons & Complaint ☐ Child Custody Jurisdiction Affidavit, **DR-150**
☐ Standing Order ☐ Property & Debt Worksheet, SHC-1000 [Word](#) | [PDF](#)
☐ Child Support Affidavit, **DR-305**
☐ Notice to Absent Defendant, [CIV-101](#)
☐ Other: _____

2. I have attached the following proof of service:

- ☐ A Return of Service from the process server
☐ The green certified mail card (*Please tape to separate piece of paper, such as Proof of Service by Certified Mail, SHC-405* [Word](#) | [PDF](#))
☐ copy of Clerk's Certificate of Service of Posting to the Alaska Court System's Legal Notice Website, TF-815
☐ Affidavit of Proof of Service at Jail Facility, [CIV-140](#)
☐ Other: _____

3. Is the defendant under age 18?
- ☐ No. The defendant is over the age of 18.
- ☐ Yes. If under 18, has the defendant been married or otherwise legally emancipated?
- ☐ Yes
- ☐ No. If No, did you also serve the defendant's legal guardian or attorney with all documents listed above?
- ☐ Yes. Proof of service on defendant's legal guardian or attorney is attached.
- ☐ No. Explain why not: _____
4. Does the defendant lack the mental ability to manage his/her own business and legal affairs?
- ☐ No
- ☐ Yes. If Yes, did you serve the defendant's legal guardian, conservator, attorney, or other representative with all documents listed above?
- ☐ Yes. Attached is the proof of service on defendant's representative.
- ☐ No. Explain why not: _____
5. Is the defendant in the U.S. Armed Forces? (See [U.S. Dept. of Defense website](https://scra.dmdc.osd.mil/) to look up military status: <https://scra.dmdc.osd.mil/>.)
- ☐ Yes. If yes, I request that the court appoint the defendant an attorney under the Servicemembers Civil Relief Act.
- ☐ No. I know this because _____
- _____
- ☐ I don't know. I tried to find out by (state what you did to determine if the opposing party is in the military) _____
- _____

Date

Signature of Plaintiff

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

(SEAL)

Clerk of Court, Notary Public, or other person
Authorized to administer oaths.
My commission expires: _____

I certify that on _____ a copy of this *Default Application* was

☐ mailed by first class or ☐ hand delivered to:

☐ Opposing Party _____

☐ Opposing Lawyer _____

☐ CSSD/AG ☐ CI ☐ Other _____

Your signature: _____

**COURT STAFF - PLEASE SEE NEXT PAGE FOR ENTRY OF DEFAULT &
NOTICE OF HEARING ON DEFAULT JUDGMENT**

ENTRY OF DEFAULT

Default is hereby entered against defendant.

Date

Signature of Clerk of Court / Deputy Clerk

NOTICE OF HEARING ON DEFAULT JUDGMENT

Default hearing on the complaint is scheduled for:

Date: _____

Time: _____

Courtroom: _____

Judge/Master: _____

Court Location: _____

I certify that on _____, I mailed a copy of this document to the plaintiff.

Clerk / JA: _____