

_____,
Plaintiff,

Case No. _____

vs.

_____,
Defendant.

**NOTICE OF INTENT TO
OFFER DOCUMENTS**

This is to notify you that _____ intends to offer into evidence in this action the documents listed below. A copy of each document is attached to this Notice. If you object to the admission of any of the documents on the grounds of authenticity or hearsay, you must file and electronically serve an Objection to Intent to Offer Documents within 30 days after receipt of this Notice. The Objection must be made using Appendix 4 or otherwise contain the same information.

If you fail to object to the admission of a listed document within the time specified above, you will be deemed to have waived any authenticity or hearsay objection to the admissibility of document.

Document # _____:

Claim: This document is _____.

Additional Information:

[the party may (but is not required to) state additional information, if any, supporting the party's claim that the document is what the party claims it to be-- for example, how the party obtained the document].

Hearsay:

[the party may (but is not required to) explain why the document on its face appears not to be hearsay or appears to fall within an exception to the hearsay rule].

[Repeat for each document]

_____	Date: _____
Signature	
_____	_____
Printed Name	Street Address/P.O. Box
_____	_____
Bar Number and Firm Name (attorneys only)	City/State/ZIP Code
_____	_____
Phone	Email Address

APPENDIX 3

Adopted December 8, 2021, effective January 1, 2022.