

Name _____
(Plaintiff's name and address)

Address _____

Date _____

Plaintiff, *Pro Se*

(Name and address of defendant or defendant's attorney)

RE: _____ Docket No. FM _____
(Caption/title of case) (Docket number of complaint)

Dear _____:
(Defendant's name or defendant's attorney's name)

Enclosed please find a copy of a notice of default divorce/dissolution hearing in the above matter. Please note that this document directs you to appear for a hearing on

_____ at _____, at
(Date of hearing) (Time of the hearing)

(Location of the hearing)

Very truly yours,

(Plaintiff's signature)