

## Instructions: Stipulation to Continue

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Use the Stipulation to Continue to reschedule your case and give yourself time to resolve the issues. For example, you can agree to a certain amount of time:

- To look for help to pay off the rent.
- To get the city or town to inspect your apartment.
- To allow the landlord to make repairs.
- To get services, counseling or other help for you or a family member with disabilities to address problems in your tenancy. This is called a “reasonable accommodation.”

In this Stipulation to Continue both sides keep all their legal claims. Which means, if either side does not follow the terms of the stipulation, the original case goes to trial for a judge or jury to decide.

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### Line by line instructions

Complete the Stipulation to Continue by following the instructions below. The letters and numbers in these instructions match those on the form.

- a. Write the name of your county.
  - b. Write the landlord's name as it is written on the Summons and Complaint.
  - c. Write your name as it is written on the Summons and Complaint.
  - d. Copy the name of the court from the Summons and Complaint.
  - e. Fill in the Docket Number, if you know it. The Docket Number is the number the court has assigned to your case. You can ask the court for it.
1. Where the form says: **The Parties agree to continue to hearing** put the date and time of the rescheduled hearing.

Check the reason for rescheduling.

- Check **for status** if you want to set up a court review date. At the court review, you and the landlord will report back about what you agreed to do.
- Check **for hearing on** if either you or your landlord files a motion and wants to schedule a hearing for the motion.
  - Check **Tenant/Defendant’s Motion** if it is your motion and fill in the motion that is being rescheduled.
  - Check **Landlord/Plaintiff’s Motion** if it is your landlord’s motion and fill in the motion that is being rescheduled.
- Check **for trial** if the trial will be rescheduled.

2. Where the form says: **Parties agree as follows** explain what you and your landlord want to happen between now and the next court date. For example, the case is rescheduled so you can pay off what you owe, so the landlord can make repairs, or so you can get additional information that you need.
3. You and your landlord must sign the form and write your phone number. If your landlord has a lawyer, their lawyer can sign the forms.

Give this form to the Clerk or Housing Specialist. Once the court approves it, you will receive a copy of the form **the same day**. Be sure to get a copy of the form so you know your new court date and what you agreed to do. If you agreed to do anything, make sure to do what you agreed to before the next court date. Or get evidence that your landlord did not do what they agreed to do.

