

**IN THE SUPREME COURT OF THE STATE OF ALASKA**  
**ORDER NO. 2022**

Amending District Court Civil  
Rules 1 and 10 to add requirements  
for debt collection cases.

**IT IS ORDERED:**

1. District Court Civil Rule 1 is amended to read as follows:

**Rule 1. Scope of Rules – Construction.**

**(a) Scope of Rules.**

(1) The procedure in civil actions and proceedings before district judges and magistrate judges shall be governed by the rules governing the procedure in the superior court to the extent that such rules are applicable except as follows:

(A) in a civil action for personal injury or property damage, unless otherwise agreed by all parties or permitted by order of the court in exceptional cases and for good cause shown, discovery shall be limited to the disclosures required under Civil Rule 26(a) and to the taking by each party of the deposition of one or more opposing parties and of one additional person who is not a party; and

(B) in a debt collection case, the plaintiff must:

(i) designate in the complaint a person authorized to discuss the case on behalf of the plaintiff and include that person's name, phone number, mailing address, and email address; and

- (ii) serve a copy of the court system form “Answer & Counterclaim to Complaint to Collect a Debt” on the defendant with the complaint.

\* \* \* \*

- 2. District Court Civil Rule 10 is amended to read as follows:

**Rule 10. Pleadings.**

(a) A small claim action is commenced by filing a complaint on the form provided by the Alaska court system. The complaint is a short, plain written statement showing the nature of the claim for relief, signed by the plaintiff. The complaint shall contain a statement that the plaintiff elects to have the claim treated as a small claim and waives the right to jury trial and the right to proceed formally. A complaint which does not contain a waiver of the right to jury trial and formal proceedings is governed by Part I of the District Court Rules of Civil Procedure. The plaintiff’s mailing address shall be shown on the complaint. In a debt collection case, the complaint must designate a person authorized to discuss the case on behalf of the plaintiff and include that person’s name, phone number, mailing address, and email address. When the complaint is based upon a written document, the document or a copy of it shall be attached to the complaint.

\* \* \* \*

DATED: May 30, 2024

EFFECTIVE DATE: October 15, 2024

/s/  
Chief Justice Maassen

/s/  
Justice Carney

/s/  
Justice Borghesan

/s/  
Justice Henderson

/s/  
Justice Pate