

Pleading Perfect
1706 Chester Ave., Suite 360C
Bakersfield, CA 93301
Royal Legal (769-255-3425)

August 5, 2026

[CLIENT NAME REDACTED]
[MAILING ADDRESS REDACTED]
[CITY, STATE, AND ZIP CODE REDACTED]

Re: [CASE NAME REDACTED] unlawful-detainer packet

Dear [CLIENT NAME REDACTED],

We looked through the documents you sent us. A few items appear worth checking before anything is filed, served, or used at trial, so we listed them below in the order that may be most helpful.

Here are the items that may be worth checking before the documents are filed or signed:

1. The complaint states that the three-day notice was posted and mailed on one date, while both proof-of-service pages appear to show a different posting and mailing date. Please check the intended service date and make the complaint, notice proofs, and any calculation of the notice-expiration date consistent.
2. The complaint identifies one notice-expiration date, but the notice itself and the proof-of-service dates may not clearly support that exact date. Please check the chronology and make every repeated date match the intended sequence before the packet is used.
3. On the proof of service for the named tenant, the box for posting appears unselected even though a posting time is handwritten, while the mailing box is selected. On the proof for unknown occupants, the posting box is selected and a separate mailing statement is used. Please make the selected boxes and handwritten entries clearly show the method used for each person.
4. The complaint states that the posted notice was also given to a person found residing at the premises, but the proof-of-service forms do not appear to identify any person who received a copy. Please check whether that statement should remain selected or whether the complaint should match the proof forms.
5. The complaint states that the written rental agreement is not attached because the action is solely for nonpayment of rent, but the form also indicates that a written agreement exists. The packet may be clearer if the explanation and the agreement-related selections are checked for consistency.
6. The complaint lists the tenancy as beginning only by year, without a month or day. Please check whether a more complete approximate date is available so the tenancy information does not appear unfinished.
7. The complaint states that the plaintiff requests possession and costs, but the request section does not appear to include the past-due rent amount, forfeiture, or daily damages even though

those amounts are stated elsewhere. Please check whether the request section is intended to repeat any of those amounts and selections.

8. The three-day notice includes a full bank account number and payment instructions. That information may be sensitive. Please check with the filer, court clerk, or a licensed attorney before public filing or service to determine whether the account number should be masked or omitted from any public copy.

9. The three-day notice contains several apparent wording or typographical problems, including “RentaV Lease,” “attorneys’ees,” “may or not,” and “incumng.” These may affect clarity or professional presentation. Please replace them with the intended wording before relying on the notice as an exhibit.

10. The rent breakdown includes a partial amount that is described as coming due before the stated rental period begins. Please recheck the partial-rent dates and amount so the calculation reads consistently.

11. The application for an order permitting posting lists the civil cover sheet among the papers to be posted, while the signed order lists the summons, complaint, and blank prejudgment claim form but does not mention the civil cover sheet. Please compare the application, signed order, and actual posted packet so the document list is consistent.

12. The declaration of nonservice contains handwriting that is difficult to read in several places, including dates, times, and the description of attempts. A clearer scan or typed transcription attached to the original may reduce processing questions.

13. The declaration of nonservice appears to use “Defendant” as a plaintiff label in the caption area and may contain inconsistent party positioning. Please check the caption so the plaintiff and defendant names appear in the correct places.

14. The request to set the case for trial states that all parties have been served or otherwise addressed, but the packet includes a prior application for posting and a declaration of nonservice. Please check that the request date and service history are consistent with the completed service shown in the court file.

15. The proof of service by mail for the trial-setting request appears signed and dated, but the handwritten date is difficult to read. Please replace it with a clearer entry if the mailing date could be questioned.

16. The unstamped summons copy appears to be a duplicate draft of the later issued summons. Please keep only the issued copy in any service or trial packet unless the unstamped copy is needed for a specific internal purpose.

17. The unlawful-detainer assistant information uses one address and telephone number on the complaint and summons, while the stamped cover sheet and trial-setting request display a different office address and telephone number in the upper caption area. Please check which preparer contact information is current and make the repeated information consistent where appropriate.

18. The packet contains the same proof-of-service pages both as a separate document and again as complaint exhibits. Please check the final assembly so duplicates are intentional and pages are not accidentally filed twice.

Pleading Perfect is happy to help you make these corrections, or you may make the corrections yourself. We can also efile the documents for you, or you may efile them directly at EFileSystem.com. Please call us at Royal Legal (769-255-3425) if you would like our help.

Sincerely,

Pamela Perez
Pleading Perfect

P.S. I thought a checklist might help you, so I've added one at no extra charge.

[CASE NAME REDACTED] - Checklist

- ☐ Check and standardize the notice posting, mailing, and expiration dates.
- ☐ Make the complaint chronology match the notice and service proofs.
- ☐ Correct the selected service-method boxes on both proof-of-service pages.
- ☐ Check whether the complaint should state that a copy was given to a person at the premises.
- ☐ Make the written-agreement selections and explanation consistent.
- ☐ Complete the tenancy start date if a fuller date is available.
- ☐ Check whether the complaint request section should include additional amounts or selections.
- ☐ Check whether the bank account number should be masked or omitted from any public copy.
- ☐ Correct the apparent typographical errors in the three-day notice.
- ☐ Recheck the partial-rent date range and amount.
- ☐ Make the posted-document list consistent with the signed posting order.
- ☐ Replace or supplement the declaration of nonservice with a clearer copy.
- ☐ Correct the party positions in the declaration of nonservice caption.
- ☐ Confirm that the trial-setting request matches the completed service history.
- ☐ Make the proof-of-service-by-mail date clearly legible.
- ☐ Remove the unstamped duplicate summons from the final packet unless intentionally retained.
- ☐ Use consistent unlawful-detainer assistant contact information.
- ☐ Confirm that duplicated proof-of-service pages are intentional in the final assembly.

Please note: Pleading Perfect is not a law firm, and our team members are not attorneys. This review is not legal advice. We looked only for apparent formatting, spelling, grammar, and consistency issues in the documents. We did not evaluate the legal claims, defenses, strategy, or whether the documents state or rely on the correct legal theories. Questions about legal rights, legal deadlines, legal procedures, or the legal effect of any document should be directed to a licensed attorney.