MOTION TO REOPEN FORM

Waukesha Municipal Court
201 Delafield Street
Waukesha, WI 53188

Date:_____

Plaintiff,

Vs

_____

Defendant,

Address _____ Apt #:_____ Date of Birth_____

City_____ State_____ Zip Code_____

Social Security Number _____ Telephone #:_____

The above named defendant request that the following matters indicated be re-opened and scheduled for a pretrial conference:

Case #	Cit #	Violation	Date of Violation	Date of Conviction	MTR Status

The defendant states the following reasons for missing their court date:

I understand that:
1. I may have to pay a nonrefundable fee for reopening the case(s).
2. I will have to prove there are valid reasons for a reopening.
3. If the Judge does grant my request, I may have to come to Court for more hearing
4. If the Judge does not grant the request to reopen, I will still owe the forfeiture(s) for this violation(s).

This matter is scheduled for a Motion Hearing on:_____.

Failure to appear will result in the request being denied. Do not fill out the Not Guilty form at your Motion to Reopen date you must appear before Judge Steven C. Wimmer to explain your case.

By order of the Court, Judge Steven C. Wimmer

The Motion has been **☐ Granted** **☐ Denied by Judge** **☐ Denied No Show**

This matter has been set for _____

☐ Pretrials **☐ Trial** **☐ Further Proceeding/Status**