130 N. Harrison Street
North Prairie, WI 53153

Phone: (262)392-2265
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NORTH PRAIRIE
JOINT MUNICIPAL COURT

municourt@northprairiewi.gov

NOT GUILTY PLEA

*(Use this form **only** if court date has not passed)*

Date: _____

Name: _____. ***I am entering a plea of Not Guilty for the citation(s) as listed below and request a pretrial conference with the prosecutor. I understand that if I do not appear at the new court date as assigned, the court shall enter an Order for Default Judgment as charged in the original citation(s).***

Email: _____

Current Address: _____

_____

Current Phone Number: _____

Initial Appearance court date (date on your citation):_____

Citation Number(s): _____

_____

Issuing Police Agency:
- ☐ Village of North Prairie
- ☐ Village of Eagle
- ☐ Village of Vernon
- ☐ Town of Mukwonago
- ☐ Town of Eagle *(Boating citations on Eagle Springs Lake only)*

YOU ARE ADVISED THAT:

- *By filing this request with the court, you do not need to appear at the Initial Appearance date.*
- *Shortly after the Initial Appearance date, you will be mailed a Notice of Hearing for a Pretrial Conference date and will be required to appear in person to contest your citation.*
- *You will not be granted any further adjournments without good cause found by the court.*
- *Failure to appear at the assigned court date shall result in the Court entering a default finding of Guilty and the Court shall enter an Order for Default Judgment on the citation(s) as charged.*

YOU ARE FURTHER ADVISED THAT:

- *Failure to pay your fine in full by the date ordered by the Court, the amount due will be referred to the Wisconsin Department of Revenue State Debt Collection (SDC) for a collection action 90 days after final notice. A delinquent collection fee of 15% of the unpaid balance or $35.00, whichever is greater, will be added to your account at the SDC. <u>Once the debt has been referred to collections, payment is to be made through the collection agency.</u> <u>No Exceptions</u>. – and/or-*
- *Your driving privileges may be suspended for a period of up to one year -and/or-*
- *A Writ of Commitment (warrant for your arrest) to have you incarcerated in the Waukesha County Jail with work release - one day for every $50.00 due.*

This form can be emailed, mailed, or faxed to the above address or dropped off at the above location.
If office is closed, please place in the drop box next to the entrance. Please contact the court should you have any questions.
Please be advised we are not allowed to give legal advice.