

**MOTION TO VACATE / MODIFY SENTENCE
FORM SUMMARY**

Purpose of Form: To file a motion requesting the judge to vacate a default judgment or license suspension or to modify a sentence

Accompanying Documents/Information: None

Payment May Be Required: \$20.00

How to File the Form: The original form must be filed with the court. To file the form, you may do one of the following:

- (1) Mail the form to: Milwaukee Municipal Court
951 North James Lovell Street
Milwaukee, WI 53233-1449
- (2) Bring the form to the court in person (please check court hours before coming to court).
- (3) Submit the form via email to municourt@milwaukee.gov, or fax the form to 414-286-3615.

Deadline for Completion: Six (6) months after judgment date on the case

Additional Instructions: The following information must be completed on the form before it can be filed with the court:

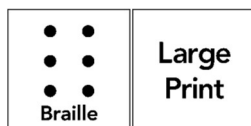
Defendant: If this is a case against you, fill in your name. THIS INFORMATION IS REQUIRED.

Case Number: Fill in the case number. THIS INFORMATION IS REQUIRED. If you cannot find your case number, contact the court.

Type of Motion: Check the type of motion you wish to file. THIS INFORMATION IS REQUIRED.

Reason for Request: Explain the reason for filing the motion. THIS INFORMATION IS REQUIRED.

This material is available in alternative formats for individuals with disabilities upon request. Please contact the ADA Coordinator at ADACoordinator@milwaukee.gov, (414) 286-3475, TTY: 711. Provide a 72-hour advance notice, 7 days for Braille, to ensure accommodation of request.



MOTION FOR RELIEF FROM JUDGMENT AND ORDER ON MOTION

CITY OF MILWAUKEE, Plaintiff, -VS-

Case No. _____

Defendant.

(Print Case Numbers above)

(Address)

(Phone and email)

TO BE FILLED OUT BY DEFENDANT

- 1. [] MOTION TO REOPEN OR [] MOTION TO MODIFY JUDGEMENT
2. I am the defendant, and judgment was entered against me on _____.
3. This matter should be reopened because (check all that apply):
[] Mistake, inadvertence, surprise, or excusable neglect;
[] Fraud, misrepresentation, or other misconduct of an adverse party;
[] The judgment is void;
[] It is no longer equitable that the judgment should have prospective application; or
[] Any other reason justifying relief from the operation of the judgment.
4. I understand that I may be required to pay reopening costs, attend future court dates, and that I will still owe the forfeiture if my motion is denied. I understand that if I cannot pay the reopening costs due to poverty, I may file a request with the court to waive those costs. (municipalcourt.milwaukee.gov/indigency)

My request to reopen should be granted by the court because: [if you failed to appear, indicate why]

(Attach additional pages if necessary)

Date

Defendant/Defendant's Attorney Signature
(Bar number required for attorneys)

This material is available in alternative formats for individuals with disabilities upon request. Please contact the ADA Coordinator at ADAcoordinator@milwaukee.gov, (414) 286-3475, TTY: 711. Provide a 72-hour advance notice, 7 days for Braille, to ensure accommodation of request.

