

GREEN BAY PARKING CITATION CONTESTATION & STIPULATION FORM

CITY OF GREEN BAY, Plaintiff vs.

, Defendant

(LAST NAME)

(FIRST NAME)

(MIDDLE INITIAL)

MAILING ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____ PHONE: _____

DRIVER LICENSE NO: _____ STATE: _____

DATE OF BIRTH: ____/____/____ SSN: ____-____-____

CITATION NO:	AMOUNT: \$
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****ATTACH COPY OF STATE DRIVER’S LICENSE or OTHER PHOTO IDENTIFICATION****

NOTICE: READ CAREFULLY AND SIGN BELOW:

I am the owner of the vehicle which received the above parking citation. I hereby plead NOT GUILTY to the above referenced parking citation and waive the notice requirements of Sec. 345.28, Wis. Stats. I certify that the information provided herein is true and accurate. I agree that the Green Bay Municipal Court has jurisdiction over me pertaining to the above citation. **I understand that I am to personally appear at Green Bay Municipal Court on the date and time specified below for a pretrial conference. I understand this pretrial conference cannot be rescheduled under any circumstances. I understand that failure to appear will be deemed a plea of no contest resulting in the imposition of a forfeiture and additional court costs of \$38.00.** I understand that the Court may impose court costs in addition to any forfeiture. I understand that if I am found guilty of the violation, I am personally responsible for payment of the forfeiture and costs imposed by the Court. Failure to pay such amounts can result in the court suspending my vehicle registration or the issuance of a warrant for my arrest or suspension of my driver’s license.

PRE-TRIAL CONFERENCE:	GREEN BAY MUNICIPAL COURT 330 S. JEFFERSON STREET GREEN BAY WI 54301 (920) 448-3132
DATE & TIME OF PRE-TRIAL:	TUESDAY, _____

Defendant Signature

Date

TO BE COMPLETED AT PRE-TRIAL: The parties reached the following resolution in the above matter:

- Defendant pleads “No Contest” as charged, shall be found guilty as charged, and shall pay a forfeiture of \$_____ to be paid in full by _____. Failure to pay by this date will result in \$38.00 additional court costs.
- Based on the Defendant’s failure to appear, the Plaintiff moves for a default judgment of \$_____ plus \$38.00 costs for a total of \$_____ to be paid in full by _____.
- The Plaintiff moves to dismiss the above case (with) (without) prejudice.

Dated this _____ day of _____, 20_____.

Assistant City Attorney

Defendant/Attorney for Defendant

Payment Instructions:

In person or by mail: Green Bay Municipal Court
330 S Jefferson St
Green Bay, WI 54301

Online: <https://greenbaywi.gov/944/Payments>

All contested parking citations must be paid at Green Bay Municipal Court, not the Parking Division

IT IS HEREBY ORDERED that the above Stipulation between the parties is approved on this date.

BY THE COURT: _____
Green Bay Municipal Judge

Date: _____