

JUDGMENT or ORDER/DECISION DATE: _____

*Filing deadline is 20 calendar days after this date;
if weekend/holiday, next business day*

STATE OF WISCONSIN MUNICIPAL COURT CITY OF MILWAUKEE

CITY OF MILWAUKEE, Case No(s). _____

Plaintiff, _____

-vs- _____

Defendant.

NOTICE OF APPEAL

PLEASE TAKE NOTICE that the above-named defendant appeals to the Milwaukee County Circuit Court from:

- The judgment
- The decision on a motion
- The determination as to whether the defendant is able to pay the judgment because of poverty

of the Honorable _____, Municipal Court Judge, entered on the _____ day of _____, 20_____.

The defendant requests a:

- Trial on the Record - \$133.00**
- Trial de Novo - \$148.00** [only available if appealing a judgment]
- Trial de Novo with a 6-Person Jury - \$184.00** [only available if appealing a judgment]

_____ Date

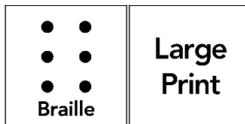
_____ Defendant/Defendant's Attorney Signature

_____ Defendant/Defendant's Attorney Printed Name

_____ Street Address

_____ City, State ZIP

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



**NOTICE OF APPEAL
FORM SUMMARY**

- Purpose of Form:** To file an appeal to the Milwaukee County Circuit Court following a Milwaukee Municipal Court judgment, decision on a motion or determination of a defendant's ability to pay the judgment because of poverty
- Accompanying Documents/Information:** None
- Payment Required:** **Trial on the Record - \$133.00 plus any bond amount ordered by the Municipal Court and the cost of the transcript**
- Make check/money order payable to Milwaukee County Circuit Court for \$133.00 appeal fee
Make payment to Milwaukee Municipal Court for transcript fee plus any bond amount
[NOTE: \$100.00 estimated transcript fee is due within 20 days of the date the appeal is filed]*
- Trial de Novo - \$148.00 plus any bond amount ordered by the Municipal Court** (Circuit Court will conduct a new trial)
- Make check/money order payable to Milwaukee County Circuit Court for \$148.00 appeal fee
Make payment to Milwaukee Municipal Court for any bond amount*
- Trial de Novo with 6-Person Jury - \$184.00 (\$148.00 trial fee plus \$36 jury fee at \$6/juror) plus any bond amount ordered by Municipal Court** (Circuit Court will conduct a new trial before a 6-person jury)
- Make check/money order payable to Milwaukee County Circuit Court for \$184.00 appeal fee
Make payment to Milwaukee Municipal Court for any bond amount*
- How to File the Form:** The original form must be filed with the court **along with the proper filing fees and any bond amount ordered by the Municipal Court Judge**. 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)
- You must also provide written notice to the City Attorney's Office.** Please check the City Attorney's office hours before bringing the form in person.
- IMPORTANT NOTE: If you do not file the notice of appeal with the Court, pay all proper filing fees and bond amount and provide written notice to the City Attorney's Office by the filing deadline (see Deadline for Completion below), you will forfeit your right to an appeal.**
- Deadline for Completion:** Twenty (20) calendar days (which includes Saturdays, Sundays and holidays) from the date on which the judgment, decision or determination was made by the Municipal Court judge; if the 20th calendar day falls on a non-business, the deadline is the next business day
- 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.
- Case Number: Fill in the case number. If you cannot find your case number, contact the court.
- Action Being Appealed: Check the box indicating whether you are appealing a judgment, decision on a motion or determination of your ability to pay.
- Judge: Fill in the name of the judge who rendered the judgment/decision.
- Judgment/Decision Date: Fill in the date on which the judgment/decision was rendered.
- Type of Appeal: Check the box indicating whether you are requesting a trial on the record, a trial de novo (new trial) or a trial de novo with a 6-person jury. For more information about the types of appeal, see the Definitions section below.
- Definitions:**
- Trial on the Record** – A Circuit Court judge will review the transcript of the Municipal Court trial proceeding and render a decision
- Trial de Novo** – A new trial will be conducted in Circuit Court
- Trial de Novo with 6-Person Jury** – A new trial will be conducted in Circuit Court before a 6-person jury