

Defendant's name			Address		
E-mail			City, State and ZIP		
Phone Numbers	Home	Mobile		Date of Birth	
Citation no.	Charge				
Citation no.	Charge				
Citation no.	Charge				
Citation no.	Charge				
Social Security #			Defendant's signature/date		

**DEFENDANT'S APPLICATION TO WAIVE/ADJOURN COURT APPEARANCE OR OTHER RELIEF**

- I would like to **plead not guilty** to the above citation(s). Please send me a notice of the date, time and place of my pretrial conference.
- I would like to **plead**  **guilty**  **no contest** to the above citation(s). I will NOT appear on \_\_\_\_\_ (enter your court date as it appears on your citation) and I understand that I will be found guilty and a forfeiture will be imposed. **Check all applicable boxes.**
- I would like the Court to give me 60 days to pay the amount due.
- I would like the judge to consider mitigating/extenuating circumstances. My explanation is attached.
- I was cited for no valid driver's license or driving after suspension but have proof attached that I am properly licensed now.
- I was cited for nonregistration or an equipment violation but have proof of correction attached.
- I was cited for no insurance coverage at the time of the alleged violation. Proof is attached.
- I would like to appear via virtual meeting, please send me an invite via my email listed above.
- I will be appearing in person on \_\_\_\_\_ (enter your court date as it appears on your citation) at 5:00 pm and understand that I will be required to wear a face mask

**This form may be:**

1. Mailed or delivered in person to Village of Howard Municipal Court, 2456 Glendal Avenue, Green Bay, WI 54313.
2. Faxed to (920) 434-4643.
3. Scanned and E-mailed to mheim@villageofhoward.com. If you cannot scan the form please send an E-mail to mheim@villageofhoward.com with the required information.

**DEFENDANT'S STATEMENT**

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