

Menasha & Neenah Municipal Court

211 Walnut Street, Neenah, WI 54956

Office: (920) 886-6285

PLEA (due by court date)

*****If the Court does not receive your plea before the court date a Default judgment will be entered and you will receive a conviction notice by mail. You will also be given 60 days to pay the fine imposed*****

Name: _____

Address: _____ City/State/Zip: _____

Phone: _____ Email: _____

Citation Number(s) _____

Court Date on Citation(s): _____

Please DO NOT check more than one choice below (1 – 3):

1. ____ I hereby enter a plea of Guilty to the charge stated on the above citation(s) and request time to pay the amount due. You **will not** appear in court after you enter this plea.
2. ____ I hereby enter a plea of No Contest to the charge stated on the above citation(s) and request time to pay the amount due. You **will not** appear in court after you enter this plea.

If you plead Guilty or No Contest you will be found guilty and a forfeiture will be imposed. If you have information you want the Court to consider when imposing the forfeiture, please provide it here:

A disposition sheet will be sent in the mail detailing your conviction, forfeiture amount owed, and any further sanctions ordered by the Court, and you will be given 60 Days to pay the forfeiture.

3. ____ I hereby enter a plea of Not Guilty to the charge(s) stated above and request a Pre-Trial conference date. Notice will be sent to you for a Pre-Trial conference with the City Attorney.

Signature: _____ Date: _____

Return this sheet prior to your court date to any of the following:

Mail to: Menasha/Neenah Municipal Court
211 Walnut Street
Neenah, WI 54956

Fax: (920) 886-6286

Email: municipalcourt@ci.neenah.wi.us