

FORM SUMMARY

Name of Form:	Demand for Trial and Instructions (Small Claims)
Form Number:	SC-517
Statutory Reference:	§799.207(2), Wisconsin Statutes
Benchbook Reference:	CV 42-9 and CV 42-10
Purpose of Form:	<p>In counties in which court commissioners conduct hearings in small claims matters, the court commissioner's decision becomes a judgment unless one or both parties demand a trial before a circuit court judge within 10 calendar days from an oral decision or within 15 calendar days of the mailing of a written decision.</p> <p>The instructions and the form are provided by the court commissioner to the parties at the conclusion of the hearing. This form is used by any party who seeks a trial before a circuit court judge.</p>
Who Completes It:	The party demanding a trial fills out the entire form.
Distribution of Form:	The original is filed with the clerk of court. The party demanding a trial must mail or deliver a copy of the demand for trial to the other party. Proof of mailing or delivery must also be filed with the clerk of circuit court.
Accompanying Forms:	Proof of mailing to the other party.
New Form/Modification:	Modified; last update 11/17.
Modifications:	Pursuant to 2019 WI Act 30, updated to add party/attorney address, email address and telephone number.
Comments:	This is a mandatory form.
About this Form:	This form is the product of the Wisconsin Records Management Committee, a committee of the Director of State Court's Office and a mandate of the Wisconsin Judicial Conference.

If you have additional information that does not change the meaning of the form, attach it on a separate page. The form itself shall not be altered.