

FORM SUMMARY

Name of Form:	Summons and Complaint (Small Claims)
Form Number	SC-500 and SC-500I
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Statutory Reference:	Ch. 799, Wisconsin Statutes
Benchbook Reference:	CV 42
Purpose of Form:	To open or start a small claims action. See https://www.wicourts.gov/services/public/selfhelp/smallclaims.htm for more information.
Who Completes It:	The person who starts the action (plaintiff).
Distribution of Form:	Clerk; copies to parties.
Accompanying Forms:	Generally none unless the plaintiff adds additional documentation for claim.
New Form/Modification:	Modification; last update 03/26.
Modifications:	Added “and related claims” to eviction checkbox in the section where the person filing the case chooses the type of action they want to open.
Comments:	<p>Forms SC-500 and SC-500I are different versions of the Summons and Complaint (Small Claims) form. Form SC-500I includes instructions along the left side of each page. Milwaukee County to use Spanish version.</p> <p>https://www.wicourts.gov/forms1/circuit/ccform.jsp?FormName=&FormNumber=&beg_date=&end_date=&StatuteCite=&Category=38</p> <p>Form SC-500 shall not be used for consumer replevin actions. Form SC-516, Summons for Consumer Replevin, follows the language required by law and must be used to initiate a consumer replevin action.</p> <p>Act 138 created § 218.04(9j), Wis. Stats., allowing collection agencies to consolidate accounts from multiple creditors relating to a particular debtor, to file an action on behalf of the creditors.</p> <p>§ 799.22(4), Wis. Stats., allows local courts to adopt a rule for appearances by telephone. Because RMC has no control over which counties may adopt such rules, nor what the specific rules might require, no reference has been made on this form to allow for telephone appearances. If a particular county has such a rule, however, that county should create an attachment to this form explaining the rule and the requirements.</p> <p>This form is available in Spanish.</p>
About this Form:	This form is the product of the Wisconsin Records Management Committee, a committee of the Director of State Court’s Office

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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.