

FORM SUMMARY

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| 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, 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: | Modification; last update 09/24. |
| Modifications: | Removed references to affidavit as part of 23 Wis Act 245 (unsworn declaration). |
| Comments: | This is a mandatory form. |
| About this Form: | <p>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.</p> <p>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.</p> |