

STATE OF MICHIGAN JUDICIAL DISTRICT COUNTY	JUDGMENT Civil Infraction	CASE NO. and JUDGE
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Court address

Court telephone no.

Plaintiff

The ☐ State ☐ Township ☐ City ☐ Village

of _____

v

Defendant's name, address, and telephone no.

☐ Statute ☐ Ordinance Infraction: _____ Infraction date: _____

DEFAULT ENTRY

I certify that:

1. The defendant has not made a scheduled appearance nor answered the citation within the time allowed by statute.
- ☐ 2. The defendant is not in the military service or is in the military service but received notice and adequate time and opportunity to appear and defend.
3. The default of the defendant is entered.

Clerk/Deputy clerk/Magistrate signature and date

JUDGMENT

THE COURT FINDS:

- ☐ 1. The defendant is responsible and admitted responsibility
☐ by mail. ☐ in person/by representation.
- ☐ 2. The defendant is in default. The citation/complaint is sufficient to make a determination of responsibility.
- ☐ 3. After hearing, the defendant ☐ is ☐ is not responsible as amended: _____.
- ☐ 4. The plaintiff failed to appear.
- ☐ 5. The plaintiff moved to dismiss the case.

IT IS ORDERED:

Note: For a defendant on active military duty, default judgment shall not be entered, except as provided by the Servicemembers Civil Relief Act.

- ☐ 6. The defendant must pay the balance due by returning a copy of this judgment with payment.

Amount of judgment

Fine \$ _____

Costs \$ _____

State costs \$ _____

\$ _____

Total \$ _____

Bond forfeited \$ _____

Balance due \$ _____

Date owed: _____

- ☐ 7. Other:

- ☐ 8. The case is dismissed.

Judge/Magistrate/Deputy clerk signature and date

NOTICE TO THE DEFENDANT: Fine, costs, and fees not paid within 56 days of the date owed are subject to a 20% late penalty on the amount owed. **If you are not able to pay due to financial hardship, contact the court immediately to request a payment alternative.**

If this judgment is the result of an informal hearing, you may appeal the decision within 7 days of the judgment date (form CIA 05). If this judgment is the result of a formal hearing, you may appeal the decision within 21 days of the judgment date (form CIA 05). If this judgment is based on an admission of responsibility, you may file a written request to withdraw your admission within 14 days of the admission (form CIA 05). If this judgment is the result of a default, you may be able to have the default judgment set aside by filing a motion (form CIA 04) within 14 days of the date the judgment was served. A bond equal to the amount of the judgment is required in all instances.

Use note: certificate does not need to be completed if the document is served through MiFILE.

CERTIFICATE OF SERVICE

I certify that on this date

☐ I have personally served a copy of this judgment on the defendant.

☐ I have served a copy of this judgment on the defendant by first-class mail addressed to his/her last-known address as defined by MCR 2.107(C)(3).

I declare under the penalties of perjury that this certificate of service has been examined by me and that its contents are true to the best of my information, knowledge, and belief.

Clerk/Deputy clerk/Magistrate signature and date