

# GREEN LAKE COUNTY

## Small Claims Local Rule

(This rule shall be effective March 1, 2014)

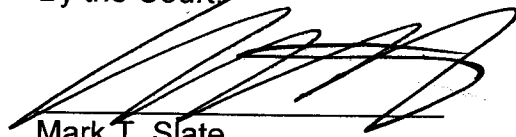
**I. Service of Summons.** The Court authorizes service by mail, as allowed under Wis. Stat. 799.12(2) and in eviction proceedings by certified mail as allowed under Wis. Stat. 799.12(3). Contempt proceedings must be personally served.

**II. Pleadings.** All pleadings shall be in writing. A defendant, or their attorney, may file an Answer, Counterclaim or Affirmative Defense with the Clerk of Court and opposing party at or before the return date, or, if appearing at the return date in person and orally claimed, within 10 calendar days of the return date. Failure to do so may result in a default judgment.

**III. Personal Appearance.** Parties do need not appear in person at the return date EXCEPT for evictions and contempt proceedings, which they MUST appear in person.

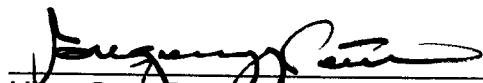
Dated this 17 day of February, 2014.

By the Court:



Mark T. Slate  
Green Lake County Circuit Court Judge

Approved this 21 day of February, 2014.

  
Hon. Greg Potter, Chief Judge