

STATE OF WISCONSIN, CIRCUIT COURT, ROCK COUNTY

NAME: _____

Case/Citation(s) Number: _____

This form may not be used if the citation(s) indicates that your appearance is required. It only relates to non-criminal traffic and forfeiture violations.

NO CONTEST/GUILTY PLEA: Based on a no contest/guilty plea, the Court may/will find you guilty of the offense and impose judgment and statutory penalties. If a forfeiture is assessed by the Court, you will be given 60 days to pay and/or set up payment arrangements. You will receive notification by mail after your plea has been entered and processed.

NOT GUILTY PLEA: I am entering a plea of not guilty to the citation(s) indicated above. I understand that if this plea is received by the Court, prior to my court date, I do not have to come to court until notified by mail or email of my new court date. (If requesting a jury trial, please refer to Wis. Stat. s. 345.43.)

ADDITIONAL INFORMATION (optional): _____

Signature: _____

Name (printed): _____

Address: _____

Telephone Number: _____

Pleas may be accepted in writing by email, rock.traffic@wicourts.gov, or by mail or in person at Rock County Clerk of Courts, 51 S Main St, Janesville, WI 53545.

NOTICE TO DEFENDANTS WITHOUT ATTORNEYS

Non-criminal citations: The District Attorney's Office is unable to discuss your case (in person, in writing or by phone) prior to the court date on your citation.

All traffic/ordinance citations: If you would like to discuss your case with the Rock County District Attorney's Office *after* your initial appearance but prior to the next court date, please contact us by calling (608) 757-5615. One of the Assistant District Attorneys will review and discuss your case with you. It may be possible to resolve your case before the trial date. It is not a requirement of the Court that you discuss your case with the District Attorney. Such a meeting is strictly voluntary. *If you are or intend to be represented by an attorney, you must communicate with the District Attorney only through your attorney.*

Attorneys and staff at the District Attorney's Office do **not** represent you. They represent the State/County and are seeking to convict you. They cannot give you legal advice (including whether you need a lawyer or not) and cannot help you complete any forms. Wisconsin Supreme Court Rule 20:3.8 provides in part that prosecutors may discuss the matter with an unrepresented person, provide information regarding and negotiate a settlement, which may include a waiver of constitutional and statutory rights, but shall not provide legal advice to defendants, including, but not limited to whether to get a lawyer, whether to accept or reject a settlement offer, whether to waive an important procedural right, or give an opinion as to how the court or a jury is likely to rule on the case. Specifically, prosecutors shall not assist a defendant in the completion of guilty plea forms, forms for the waiver of a preliminary hearing, forms for the waiver of a jury, or appellate rights forms.

Your rights include, but are not limited to, the following:

To have an attorney represent you at all stages of your case.

If charged with a crime,

- have an attorney appointed by the state public defender if you are unable to afford an attorney.
- Ask the court to find you indigent (impoverished) or partially indigent and appoint a court-appointed attorney if found not eligible for a public defender (may be required to pay the county for fees paid to the court-appointed attorney).

Hire an attorney at your own expense.

To represent yourself and act as your own attorney.

If you are charged with a crime, you may contact the **State Public Defender's Office** by calling **(608) 758-6170**, or by visiting their office located at **101 E. Milwaukee St., Suite 503, Janesville, WI (corner of East Milwaukee Street and Main Street).**

345.43 Jury trial.

[345.43\(1\)](#) (1) If a case has been transferred under s. [800.035 \(5\) \(c\)](#), or if in circuit court either party files a written demand for a jury trial within 10 days after the defendant enters a plea of not guilty under s. [345.34](#) and immediately pays the fee prescribed in s. [814.61 \(4\)](#), the court shall place the case on the jury calendar of the circuit court. The number of jurors shall be 6. If no party demands a trial by jury, the right to trial by jury is permanently waived.