
IN RE: CIRCUIT COURT RULES**ORDER RELATING TO EVICTION
ACTIONS IN THE SMALL CLAIMS
COURT**

IT IS HEREBY ORDERED that the following rule concerning eviction actions in Small Claims Court is adopted by all branches for Portage County, subject to further order of the Court;

That the plaintiff in all eviction actions filed in the Small Claims Court shall have prepared and ready for filing with the Court on the return date scheduled in the action the following information:

1. Proof of Service of the complaint upon the defendant(s);
2. Copy of lease signed by defendant(s);
3. Written summary of rent received under the terms of said lease; rents/dates received;
4. Written summary explaining money damages sought, and
5. Copies of all notice(s) terminating tenancy and proof of service of such notice(s).

This rule shall be listed in the Small Claims section as Paragraph 8 of the Local Rules.

Dated at Stevens Point, Wisconsin, this 31st day of October, 2016

BY THE COURT:



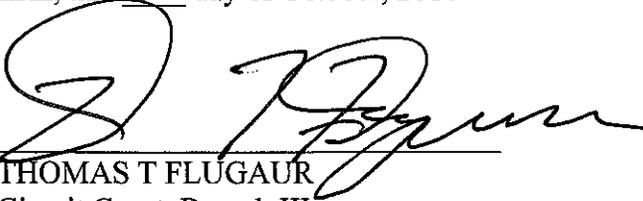
THOMAS B EAGON
Circuit Court, Branch I

Dated at Stevens Point, Wisconsin, this 27th day of October, 2016



ROBERT J SHANNON
Circuit Court, Branch II

Dated at Stevens Point, Wisconsin, this 31st day of October, 2016



THOMAS T FLUGAUR
Circuit Court, Branch III

APPROVED this 2 day of Nov, 2016.


HONORABLE GREGORY POTTER
Chief Judge, Sixth Judicial District