

# City of Delafield Police Department



## The City of Delafield Municipal Court (262) 646-6245

The Honorable C. Michael Hausman  
Municipal Court Judge

You have been issued a citation by an Officer of the City of Delafield Police Department. You must **SUBMIT A PLEA** or **PAY THE CITATION**:

### SUBMIT A PLEA:

**THERE WILL BE NO "IN PERSON" COURT.**

This means no personal appearance is allowed at this time.

If you would like to dispute this citation you may submit a plea by mail or e-mail which would then allow you a chance to speak with the City Attorney by telephone prior to the date on citation, or you may submit payment by mail or online (see below) **BEFORE THE DATE ON YOUR CITATION.**

To submit a plea, you may do so by emailing the court at:

[muncourt@ci.delafield.wi.us](mailto:muncourt@ci.delafield.wi.us)

Or you may submit this form by mail to:

City of Delafield Municipal Court  
500 Genesee St  
Delafield, WI 53018

Name: \_\_\_\_\_

Telephone: \_\_\_\_\_

Citation Number(s): \_\_\_\_\_

\_\_\_\_\_ I plead "no contest" to the above citation(s) and request time to pay

\_\_\_\_\_ I plead "not guilty" to the citation(s) above and request a pre-trial by telephone.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

### PAY THE CITATION:

If you wish to *pay by mail*, please send a check or money-order payable to "The Clerk of Courts" along with your citation number(s) to:

City of Delafield Police Department  
115 Main Street  
Delafield, WI 53018

If you wish to *pay in person*, payments of cash or check can be made from 8:00am-4:00pm Monday-Friday at:

City of Delafield Police Department  
115 Main Street  
Delafield, WI 53018

If you wish to *pay by credit card* please visit

[www.govpaynow.com](http://www.govpaynow.com)

or call 1-888-604-7888 and follow the directions.

**PLEASE NOTE: Failure to submit a plea or make a payment by the date on the citation will result in the entry of a**

**"DEFAULT JUDGMENT"**

If you have any questions, please contact the City of Delafield Municipal Court Clerk at 262-646-6245