Approved, SCAO

Original - Court
1st copy - Plaintiff/Attorney

2nd copy - Defendant/Attorney
3rd copy - Extra

STATE OF MICHIGAN JUDICIAL DISTRICT JUDICIAL CIRCUIT	NOTICE TO APPEAR	CASE NO. OFFENSE:

Court address

Court telephone no.

Plaintiff ☐ Personal service

v

Defendant ☐ Personal service

Plaintiff's attorney/People ☐ Personal service

Defendant's attorney ☐ Personal service

Officer

If you require special accommodations to use the court because of a disability or if you require a foreign language interpreter to help you fully participate in court proceedings, please contact the court immediately to make arrangements.

YOU ARE DIRECTED TO APPEAR AT:

☐ The court address above, courtroom _____

☐ _____

_____

Judge: _____

FOR THE FOLLOWING PURPOSE:

	COURT ROOM or PLACE	DATE	TIME
☐ Probable Cause Conference			
☐ Preliminary Exam			
☐ Pretrial Conference			
☐ Jury Selection			
☐ Jury Trial			
☐ Nonjury Trial			
☐ Sentencing			
☐ Motion			
☐ Arraignment			
☐ Informal Hearing			
☐ Formal Hearing			
☐			

☐ The above matter is adjourned from _____
Date

Date issued: _____

Clerk of the Court

IMPORTANT: READ THIS CAREFULLY

1. Bring this notice with you.
2. No case may be adjourned except by authority of the judge for good cause shown.
3. FAILURE OF THE DEFENDANT TO APPEAR in a civil case may cause a default judgment to be entered. FAILURE OF THE PLAINTIFF TO APPEAR may result in a dismissal of the case.
4. FAILURE TO APPEAR in a criminal case may subject you to the penalty for contempt of court, and a bench warrant may be issued for your arrest.
5. If you intend to employ a lawyer, he or she should be notified of the date at once.
6. Fines, costs, and other financial obligations imposed by the court must be paid at the time of assessment.