

**STATE OF MICHIGAN  
JUDICIAL DISTRICT**

**NOTICE TO APPEAR  
Civil Infraction**

**CASE NO.**

Court address

Court telephone no.

Civil infraction: \_\_\_\_\_ Infraction date: \_\_\_\_\_

The  State  Twp.  City  Village of: \_\_\_\_\_  Statute  Ordinance

v \_\_\_\_\_

\_\_\_\_\_  Personal service  
Defendant

\_\_\_\_\_

\_\_\_\_\_   
Complainant(s)

**Hearing scheduled for:**  
Date: \_\_\_\_\_ Time: \_\_\_\_\_  
At: \_\_\_\_\_  
the court address above, courtroom \_\_\_\_\_  
 Informal hearing  Explanation  Formal hearing

1. The defendant must appear at the above address with his/her witnesses on the date and time indicated.
2. Failure to appear may result in a default judgment against the defendant and action against his/her driving privileges.
3. This case may not be adjourned, except by the court.
4. 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.

**CIA 01 (3/08) NOTICE TO APPEAR, Civil Infraction**

**CERTIFICATE OF MAILING**

I certify that on this date I served a copy of this notice on the parties by first-class mail addressed to their last-known addresses as defined in MCR 2.107(C)(3).

\_\_\_\_\_  
Date

\_\_\_\_\_  
Magistrate/Deputy court clerk