

**CITY OF PORTAGE JOINT MUNICIPAL COURT  
REQUEST TO REOPEN**

**\$20.00 FEE**

I, \_\_\_\_\_, request to reopen the following case(s):

\_\_\_\_\_  
\_\_\_\_\_

The reason I didn't show up for court is: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

My reason for reopening: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

I understand that:

- I have to pay a nonrefundable fee for reopening the case(s).
- I will have to prove the reason I am requesting a reopening
- The Judge does not have to grant the reopening. If it is not reopened, I will still owe the forfeiture and costs due and be found guilty as charged. If it is reopened, I will have to come to court for more hearings.

\_\_\_\_\_  
Dated Signature

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

Current Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

**For office use only:**      \_\_\_\_\_ Approved      \_\_\_\_\_ Denied