

JEFFREY A. KREMERS
Chief Judge
Telephone: (414) 278-5116

DAVID A. HANSHER
Deputy Chief Judge
Telephone: (414) 278-5340

MAXINE A. WHITE
Deputy Chief Judge
Telephone: (414) 278-4482

HOLLY B. SZABLEWSKI
District Court Administrator
Telephone: (414) 278-5115

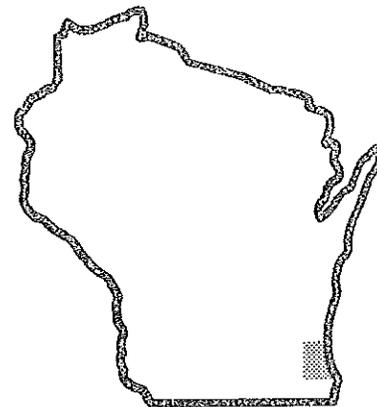
BETH BISHOP PERRIGO
Deputy District Court Administrator
Telephone: (414) 278-5025

STATE OF WISCONSIN

FIRST JUDICIAL DISTRICT

MILWAUKEE COUNTY COURTHOUSE
901 NORTH NINTH STREET, ROOM 609
MILWAUKEE, WISCONSIN 53233-1425

TELEPHONE (414) 278-5112
FAX (414) 223-1264
WEBSITE: www.wicourts.gov



**CHIEF JUDGE
DIRECTIVE
15-12 (AMENDED DIRECTIVE 15-07)**

DATE: July 28, 2015

TO: All Judges, All Court Commissioners, District Court Administrator, Deputy District Court Administrator, County Executive, Clerk of Circuit Court, Corporation Counsel, Sheriff, District Attorney, City Attorney, Public Defender, DAS Fiscal Affairs, Court Coordinators, Managing Court Reporter, JusticePoint, WCS, Legal Resource Center, Facilities Management, Press

FROM: Chief Judge Jeffrey A. Kremers

RE: REVISION OF LOCAL FORMS CONCERNING CHAPTER 128 PROCEEDINGS

Wis. Stat. § 753.35(1), SCR 70.19(3), SCR 70.21(15e) and SCR 70.34 vests authority in the Chief Judge to prescribe local rules and forms governing practices in the circuit court. Pursuant to this authority, the local rules are revised as follows:

IT IS HEREBY DIRECTED that, effective immediately, the attached forms CV5-CV10 shall replace existing local forms CV5-CV10.

IT IS FURTHER DIRECTED that, these revised forms shall be filed with the Clerk of Circuit Court.

IT IS FURTHER DIRECTED that, the Clerk of Circuit Court shall send a copy of these forms to the secretary of the Milwaukee Bar Association, the District Court Administrator for the First Judicial District, the State Bar of Wisconsin, the state law library, and the office of the Director of State Courts.

IT IS FURTHER ORDERED that, these forms be published on the Chief Judge page of the Milwaukee County website and on the website of the State Bar of Wisconsin.

Dated at Milwaukee, Wisconsin, this 28th day of July, 2015.


Jeffrey A. Kremers
Chief Judge

JAK: dla
Attachments (6)

Milwaukee County Form CV 5: Petition to Amortize Debts

STATE OF WISCONSIN

CIRCUIT COURT
CIVIL DIVISION

MILWAUKEE COUNTY

In the Matter of the Voluntary Amortization of Debts of:

Debtor(s)

Case No. _____
Case Code No. 30304

Petition to Amortize Debts under Wis. Stat. §128.21

1. Debtor(s) is/are an individual married adult resident(s) of Milwaukee County, Wisconsin, residing at _____ (state address).
2. Debtor(s) is/are employed by _____ (state full name and address of each employer).
3. Debtor(s) is/are indebted beyond debtor's(s)' ability to pay debts as they mature, and the assistance of the court is needed in the amortization of such indebtedness pursuant to Wis. Stat. § 128.21.
4. Debtor(s) believe(s) that unless the assistance of the court is obtained for the amortization of indebtedness pursuant to Wis. Stat. §128.21, creditors will continue to seek collection by the issuance of garnishment, attachment or execution. Debtor is of the opinion and belief that debtor will be able to make future payments at regular intervals according to a plan of amortization so as to amortize debtor's indebtedness over a period of not more than three (3) years.
5. Debtor(s) request appointment of a trustee in accordance with Milwaukee County Local Rule 3.31.
6. Debtor(s) request(s) that (choose one):
 the court enter an order that a portion of debtor's(s)' weekly bi-weekly monthly bi-monthly other: _____ payroll checks be assigned directly to the trustee in this proceeding in an amount set forth in the proposed order submitted with this petition. The trustee shall be compensated not more than 7% of the creditor claim(s), along with costs for postage/notices/correspondence.
 debtor(s) pay(s) to the trustee directly an amount set forth in the proposed order submitted with this petition. The trustee shall be compensated not more than 10% of the creditor claim(s), along with costs for postage/notices/correspondence.
7. Attached is/are my/our affidavit of debts (Milwaukee County Circuit Form CV 6) to be included in the plan.
8. Debtor(s) request(s) to be permitted to amortize debts pursuant to Wis. Stat. § 128.21, and that a plan of amortization as may be proposed by the Trustee and submitted to the creditor(s) be approved by the court.
9. Debtor(s) has/have submitted a proposed Order (Milwaukee County Circuit Form CV 7) appointing the trustee and enjoining the creditors listed in this petition from further collection procedures.

Dated: _____, 20__.

Debtor 1 Name

Print Name

Subscribed and sworn to before me
this _____ day of _____, 20__.

Notary Public, State of Wisconsin
Print Name: _____
My commission expires _____, 20__
or is permanent

Dated: _____, 20__.

Debtor 2 Name (if any)

Print Name

Subscribed and sworn to before me
this _____ day of _____, 20__.

Notary Public, State of Wisconsin
Print Name: _____
My commission expires _____, 20__
or is permanent

If debtor(s) is/are represented by an attorney, the attorney must complete the following:

Dated: _____, 20__.

Attorney Signature

Print Name: _____

Address: _____

Phone Number: _____

Bar Number: _____

Note: Include two (2) stamped envelopes – one addressed to Trustee (name and address will be filled in by the court) and one to Debtor's(s) attorney or, if no attorney, to Debtor(s)

Milwaukee County Form CV 6: Affidavit of Debts

STATE OF WISCONSIN

CIRCUIT COURT
CIVIL DIVISION

MILWAUKEE COUNTY

In the Matter of the Voluntary Amortization of Debts of:

Debtor(s)

Case No. _____
Case Code No. 30304

Affidavit of Debts under Wis. Stat. §128.21

State of Wisconsin)
) SS
Milwaukee County)

_____ (Debtor's(s) name(s)), being first duly sworn upon oath, deposes and states:

He/she/they is/are the debtor(s) in the above-entitled proceeding. The following is a true list of the debts debtor(s) desire(s) to be included in the amortization plan to be formulated by the trustee.

Instructions:

1. List each creditor by name and address and identify any account number you have for that creditor unless there would be an identity theft issue, i.e. the account number is a social security number.
2. List the amount due each creditor.
3. List a total of all debts to be included in the plan.
4. Each debtor must sign and each signature must be notarized.
5. Attach additional sheets if necessary to complete the list.

List of Creditors and Debts:

Name of Creditor	Address of Creditor (incl. city, state, zip)	Account Number	Amount Due

List of Creditors and Debts, cont'd:

Check box if additional pages attached

TOTAL AMOUNT INCLUDED IN PLAN \$ _____

Dated: _____, 20__.

Debtor 1 Name _____

Print Name _____

Subscribed and sworn to before me
this _____ day of _____, 20__.

Notary Public, State of Wisconsin

Print Name: _____

My commission expires _____, 20__
or is permanent

Dated: _____, 20__.

Debtor 2 Name (if any) _____

Print Name _____

Subscribed and sworn to before me
this _____ day of _____, 20__.

Notary Public, State of Wisconsin

Print Name: _____

My commission expires _____, 20__
or is permanent

Milwaukee County Form CV 7: Order Appointing Trustee

STATE OF WISCONSIN

CIRCUIT COURT
CIVIL DIVISION

MILWAUKEE COUNTY

In the Matter of the Voluntary Amortization of Debts of:

Debtor(s)

Case No. _____
Case Code No. 30304

Order Appointing Trustee and Enjoining Creditors

This matter is before the court on the above-listed debtor's(s)' petition for the amortization of indebtedness pursuant to Wis. Stat. § 128.21.

NOW THEREFORE, IT IS ORDERED, that:

1. The petitioner(s) are allowed to proceed with the amortization of debts pursuant to the provisions of Wis. Stat. § 128.21.
- 2.

is appointed trustee in this proceeding. The trustee is directed to comply with Wis. Stat. §§ 128.21(3) and (3g). (Clerk will stamp original and copies.)

3. No distributions shall be made before a plan is approved.
4. Upon the filing of this Order and while the case is proceeding, no execution, attachment, activation of wage assignment or garnishment may be initiated or enforced by a creditor of the above-named debtor(s) unless such creditor is not included in the plan.
5. Choose one:

As requested by the debtor(s) in the petition filed with the court, debtor's(s)' employer(s), _____ (list employer(s)) or debtor's(s)' current employer, shall, until otherwise directed by the trustee or further order of the court, deduct \$ _____ from each of debtor's(s)' payroll checks and mail that sum directly to the above-named trustee, including a 7% trustee distribution.

The debtor(s) shall, until otherwise directed by the trustee or further order of the court, pay directly to the above-named trustee the sum of \$ _____ monthly, including a 10% trustee distribution, commencing on or before 15 days after the date of this Order.

Dated: _____, 20____.

BY THE COURT:

Circuit Court Judge

Milwaukee County Form CV 8: Report of Trustee

STATE OF WISCONSIN

CIRCUIT COURT
CIVIL DIVISION

MILWAUKEE COUNTY

In the Matter of the Voluntary Amortization of Debts of:

Debtor(s)

Case No. _____
Case Code No. 30304

Report of Trustee

_____, the trustee appointed by the court in this proceeding under Wis. Stat. § 128.21, reports to the court as follows:

1. Notice of these proceedings was mailed to all creditors listed in the Affidavit of Debts that was previously filed with the court with the petition; a copy of the notice to creditors is attached.
2. Pursuant to Wis. Stat. § 128.21, and in accordance with the notice given to creditors, a meeting of creditors was held on _____, 20____. No objections to the plan have been timely filed.
3. This plan is feasible and I recommend it be approved with payments to the trustee in the monthly amount of \$_____ weekly bi-weekly monthly bi-monthly other: _____ by direct payments to the trustee wage assignment.
4. THE PLAN: attached as Exhibit A is a list of creditors with the amounts owing as determined by the trustee. The trustee proposes to make pro-rata payments to all creditors every ninety (90) days or less, except small debts may be paid at the discretion of the trustee in full from initial distributions for the sake of economy and convenience. Debtor's(s') attorney fees do not constitute administrative expenses and if included within the plan shall be paid pro-rata along with all other creditors. All debts will be paid with three (3) years of the date of the Order Approving the Plan.

Dated: _____, 20____.

Trustee Signature

Print Name: _____

Address: _____

Phone Number: _____

E-mail: _____

Milwaukee County Form CV 9: Amortization Plan

STATE OF WISCONSIN

CIRCUIT COURT
CIVIL DIVISION

MILWAUKEE COUNTY

In the Matter of the Voluntary Amortization of Debts of:

Debtor(s)

Case No. _____
Case Code No. 30304

Amortization Plan (Exhibit A)

The list of creditors below states the amounts owing to each creditor as determined by the trustee either from the claims filed by the creditor or, if no claim was filed, then according to the amount set forth in the debtor's(s') Affidavit of Debts.

Additionally, the amount of the debtor's attorney's fees to be included within the plan is listed below. Those attorney fees do not constitute administrative expenses and will be paid pro-rata along with all other creditor claims under the plan.

The administrative expenses for the trustee pursuant to §128.21(4)(a) and (b), Wis. Stats., are also listed below:

Instructions:

1. List creditors, including debtor's(s') attorney's fees, if included in the plan. (Attach additional sheets if necessary.)
2. List trustee expenses – 7% or 10%, whichever applies, plus postage (estimate to be adjusted with each distribution)
3. State total debts and expenses.
4. State how much debtor will pay under the plan, e.g., Debtor will pay to the Trustee the sum of \$ _____, [weekly] [bi-weekly] [monthly] [bi-monthly] [other: _____] by [direct payments to the trustee] [wage assignment].

Dated: _____, 20__.

Trustee Signature

Print Name: _____

Address: _____

Phone Number: _____

E-mail: _____

Milwaukee County Form CV 10: Order Approving Plan

STATE OF WISCONSIN

CIRCUIT COURT
CIVIL DIVISION

MILWAUKEE COUNTY

In the Matter of the Voluntary Amortization of Debts of:

Debtor(s)

Case No. _____
Case Code No. 30304

Order Approving Plan

This matter is before the court on petition of the above-listed debtor(s) for the amortization of indebtedness pursuant to Wis. Stat. § 128.21.

The trustee filed with the court a report showing that: (1) the debtor(s) has/have submitted an Affidavit of Debts; (2) notice of a meeting with the trustee was sent to all scheduled creditors; (3) the meeting was conducted, during which the scheduled creditors were given an opportunity to file claims and consider a plan of amortization; and (4) the trustee recommends the court adopt the plan described in the Report of Trustee filed with the court.

NOW THEREFORE, IT IS ORDERED that the plan set forth in the Report of Trustee is approved, subject to the following conditions:

1. The trustee make pro-rata disbursements to the creditors, including the debtor's(s') attorney fees, every 90 days or less.
2. The debtor's(s') attorney fees do not constitute administrative expenses under the plan and shall be paid pro-rata along with all other creditors without any priority.
3. The trustee make periodic reports of receipts and disbursements to the court, debtor(s) and all creditors, upon request by any of those listed.
4. The injunctive order prohibiting any execution, attachment, activation of wage assignment or garnishment by any creditor included in this plan shall remain in effect for three (3) years from the date of this order or as otherwise ordered by the court.
5. If the debtor(s) fail(s) to make payments for thirty (30) days or more, the trustee shall report the matter to the court with the trustee's recommendations. The debtor(s) shall be given notice of the trustee's report. The court shall either dismiss the proceedings or, if satisfied from the trustee's report that the debtor(s) is/are in good faith and should be able to make good the default, extend the period of grace for not to exceed thirty (30) days. At the end of the grace period, the trustee shall again report to the court and if all defaults have not then been cured the court shall immediately dismiss the proceeding and trustee shall notify all the creditors.
6. If the debtor(s) make(s) preferential payments to creditors during the pendency of the proceedings, or appear(s) for any reason to be abusing the privileges of Wis. Stat. § 128.21, the trustee shall promptly report the matter to the court and the court may dismiss the proceedings.
7. If the claims of all creditors as listed in the plan are satisfied in full, the trustee shall upon completion of the final distribution report to the court and the court shall dismiss the proceeding.
8. The debtor(s) shall make payments to the trustee in accordance with the plan and the debtor(s) may make additional payments from time to time to the trustee. If the trustee is unable to make distribution payments to a creditor due to the creditor's change of address or failure to acknowledge/accept payment, the plan shall be

deemed amended without further order of the court to exclude that creditor from continued payments and these payments shall be distributed proportionally among remaining creditors listed in the plan. A creditor so excluded remains subject to the Order Enjoining Creditors, and may be re-added to the plan upon consent of the trustee under the terms of the original plan. Any funds not distributed under the plan shall be returned to the debtor(s) or deposited with the Clerk of Circuit Court for the debtor's(s') benefit to allow the trustee to finalize the trustee's accounting provided to the court.

9. The trustee shall distribute the payments proportionally among the creditors listed in the plan, less all of the following:
 - a. A deduction for the trustee's compensation in an amount not exceeding 7% of each distribution, if payments are made through an assignment to the trustee of a portion of the debtor's(s') wages or salary, and not exceeding 10% if no such assignment is made; and
 - b. A deduction equal to the amount of postage necessary for the mailing of payments and of the notices of the meeting with creditors and of any correspondence with creditors.
10. Any order for dismissal issued by the court shall be provided to the debtor(s), creditors and any interested party.
11. For statistical purposes, this case is ordered closed, subject to being reopened to enforce or dissolve injunction, administer or dismiss the plan or for the trustee's final report

Dated: _____, 20____.

BY THE COURT:

Circuit Court Judge