

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

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:

- **The court may impose costs as part of a decision on a motion to reopen**
- 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/may still owe court costs and may 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