

FORM SUMMARY

Name of Form:	Summons and Complaint (Small Claims)
Form Number	SC-500 and SC-500I
Statutory Reference:	Ch. 799, Wisconsin Statutes
Benchbook Reference:	CV 42
Purpose of Form:	To start a small claims action.
Who Completes It:	Plaintiff.
Distribution of Form:	Clerk; copies to parties.
Accompanying Forms:	Generally none unless the plaintiff adds additional documentation for claim.
New Form/Modification:	Modification; last update 09/24.
Modifications:	Added “plaintiff” to signature block section at the end of the form.
Comments:	<p>Forms SC-500 and SC-500I are different versions of the Summons and Complaint (Small Claims) form. Form SC-500I includes instructions along the left side of each page. Milwaukee County to use Spanish version.</p> <p>https://www.wicourts.gov/forms1/circuit/ccform.jsp?FormName=&FormNumber=&beg_date=&end_date=&StatuteCite=&Category=38</p> <p>Form SC-500 shall not be used for consumer replevin actions. Form SC-516, Summons for Consumer Replevin, follows the statutorily mandated language and must be used to initiate a consumer replevin action.</p> <p>Act 138 created §218.04(9j), Wis. Stats., allowing collection agencies to consolidate accounts from multiple creditors relating to a particular debtor, to file an action on behalf of the creditors.</p> <p>§799.22(4), Wis. Stats., allows local courts to adopt a rule for appearances by telephone. Because RMC has no control over which counties may adopt such rules, nor what the specific rules might require, no reference has been made on this form to allow for telephone appearances. If a particular county has such a rule, however, that county should create an attachment to this form explaining the rule and the requirements.</p> <p>This form is available in Spanish.</p>
About this Form:	This form is the product of the Wisconsin Records Management Committee, a committee of the Director of State Court’s Office and a mandate of the Wisconsin Judicial Conference.
If you have additional information that does not change the	

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meaning of the form, attach it on a separate page. The form itself shall not be altered.