

INSTRUCTIONS FOR MOTION

These instructions are only intended to provide information on how to fill out this form. It is not intended to substitute legal advice. There may be additional documents and procedures for your particular type of civil action. If you have any legal questions regarding the specific facts of your case, please consult with an attorney.

For other questions, you may contact the Trial Court at (715) 284-2722. In addition, copies of the applicable law can be found on the Nation's website located at www.ho-chunknation.com/HCNLaws.aspx or by contacting the Ho-Chunk Nation Legislature at (715) 284-9343 or (800) 294-9343.

Do not include these instruction sheets when you file the completed form.

A motion is a written or oral application requesting a court to make a specified ruling or order. Any person involved in a court case can file a motion.

Instructions:

- Enter the full, legal name of the petitioner(s) on the designated line. Enter the full, legal name of the respondent(s) on the designated line. Enter the case number given by the court clerk on the designated line.
- In the lines write what you are asking the court to do, and the reasons why the judge should agree with you. Motions need to be supported by affidavits (a written statement confirmed by oath or affirmation), testimony, and/or documentation.
- If you are self-represented, you must date and sign the document. If you are represented by a lawyer, the lawyer must date and sign the document.

Don't forget to complete a certificate of service form and deliver or mail a copy of the completed motion form to the other parties involved in the case.

**IN THE
HO-CHUNK NATION TRIAL COURT**

Case Caption:

Case No(s).:

CERTIFICATE OF SERVICE

I certify that on _____ I served a true and correct copy of the attached
(Date)

- Motion for _____,
 Other: _____,

on the individuals listed below by

- hand delivery,
 email/facsimile transmission¹, and/or
 placing it in the United States mail, postage pre-paid.

(Name)

(Name)

(Address)

(Address)

(Name)

(Name)

(Address)

(Address)

(Print Your Name)

(Your Signature)

(Your Address)

¹ Filings with the Court must be mailed or hand delivered, however service upon another party can be done by email upon agreement by all parties.