



## OFFICE OF CLERK OF COURT

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## ACCESS TO OCONTO COUNTY CLERK OF COURTS/CIRCUIT COURT DURING THE CLOSURE

Due to Governor Evers Order, the Oconto County Courthouse will be closed effective Tuesday, March 24. We will continue to serve the public by conducting business online, over the phone or by mail. Staff will be available by phone at 920-834-6843 to answer questions that are not listed.

**PAYMENTS** – There are several options for payment as follows:

1. GovPayNet by calling 1-888-604-7888, enter Oconto County pay location code 3075 and your related case number.
2. <https://wcaa.wicourts.gov/payonline>
3. You can also mail payments to: Oconto County Clerk of Courts, 301 Washington St, Oconto WI 54153. Please write your case#/citation# on the check memo line.

**NEW CASE FILINGS, MOTIONS**-If you wish to file a new court action, i.e. small claims, civil, divorce or file a temporary restraining order or other case type please call 920-834-6855. Information/forms can be found at <https://wicourts.gov/services/public/selfhelp/index.htm>.

**CLERK OF COURTS DROP OFF will be from 8 a.m. – 4 p.m. located at Sheriff's Dept. window, 220 Arbutus St, Oconto WI**

You will need to place the new filing in the "Clerk of Courts Drop Off" with the filing fee attached. Please include your phone# on the filing information. Please make sure your money order/check is included. NO CASH. Authenticated copies will be mailed to you at no charge

**Oconto County Traffic Court - EFFECTIVE IMMEDIATELY** concerning the following traffic court dates:

Wednesday, March 25, 2020

Wednesday, April 15, 2020

Wednesday, April 29, 2020

**MANDATORY appearances have been rescheduled. A new date has been mailed.**

If your appearance is NOT mandatory (as shown on your citation) and you would like to plead "NOT GUILTY" to your citation and have a court trial scheduled, please do so in writing PRIOR to the court date listed on your citation. You can mail the "NOT GUILTY" plea to; Clerk of Court, Attn: Nancy, 301 Washington St, Oconto, WI 54153 or by email to [nancy.gilles@wicourts.gov](mailto:nancy.gilles@wicourts.gov) or by FAX to 920-834-6867.

If we do not receive a written plea of not guilty and it is not a mandatory appearance, you will be given 60 days (from your court date) to pay your fine. Any questions or concerns, please call Nancy at 920-834-6858.

**Record Requests** – Please call 920-834-6843 for assistance.

**Jury Issues** – Jury trials have been postponed for the near future. If you have questions, please call 920-834-6856.