

Camp Verde Municipal Court

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Camp Verde, AZ 86322

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NOTICE TO DEFENDANTS SEEKING TO SET ASIDE DEFAULT JUDGMENT IN CIVIL TRAFFIC CASE

Default judgments are set aside only upon showing of “*good cause*” or “*manifest injustice.*” You must complete a Motion to Set Aside Judgment in writing with supporting documentation. The Camp Verde Municipal Court clerk has provided you with a form for this purpose. Documents that may be attached include:

1. Official proof of illness or incapacity which prevented you from attending your court appearance.
2. Official proof that you were incarcerated on the date of your court appearance.
3. Any other documentation providing proof that you had a legitimate reason for not appearing.

This documentation must be included with your Motion to Set Aside Judgment. Failure to supply the documentation may result in denial of your motion.

No further motions will be considered. This will be the Court’s final order.

NOTE: If your motion to set aside the judgment is granted, your case will NOT be dismissed. It will be reset for an initial appearance as though it had not been previously adjudicated. You will receive notice of the new date to appear in Court. At that time, you should bring to court the following documents, if applicable, as they may help to expedite your case:

1. Proof of Insurance. Your proof of insurance must have a policy number (not a binder number), an Arizona Department of Transportation code number, the dates the policy was in effect and needs to on the vehicle for which the citation was issued. Provide proof of insurance for the date of the violation, or, if you did not have insurance on the date of the violation, you may provide proof that you currently have at least six months of insurance coverage.
2. Drivers License. Provide proof that you had a valid drivers license on the date of the violation, or that you have subsequently obtain a valid license.
3. Registration. Provide proof of valid registration for the date of the violation, or that you have subsequently obtained valid registration.

I HAVE READ THE ABOVE INFORMATION AND UNDERSTAND THAT NO FURTHER MOTIONS WILL BE CONSIDERED BY THE COURT IN THIS MATTER.

Signature _____ Date: _____