

Instructions regarding filing and serving a DECLARATION REQUESTING THE COURT TO VACATE JUDGMENT DUE TO MISTAKEN IDENTITY.

A. How to File and Serve a DECLARATION REQUESTING THE COURT TO VACATE JUDGMENT DUE TO MISTAKEN IDENTITY.

If you believe that you were wrongly identified as a person who committed an infraction as a result of having your identity stolen, you may request that the court to vacate the judgment for mistaken identity. To do so, you must do each of the following:

1. Fully complete a DECLARATION REQUESTING THE COURT TO VACATE JUDGMENT DUE TO MISTAKEN IDENTITY as required by IRLJ 6.7(b). PDF versions of IRLJ 6.7 and the Declaration form are available online at www.seattle.gov/courts/general/false_id.htm. You may also obtain these forms in person at the Court Records Department, Seattle Municipal Court, 600 Fifth Avenue, Seattle, WA between the hours of 8 AM to 4:30 PM, Monday through Friday.

2. Make two copies of the completed Declaration.

3. Serve one copy of the completed Declaration on the Seattle City Attorney. Mail or email to: Seattle City Attorney's Office; 701 5th Ave.; Suite 2050; Seattle, WA 98104. Email: law_front_desk@seattle.gov

Upon receipt, your Declaration will be stamped with the Seattle City Attorney's Office date stamp and returned to you via mail or email.

4. File the stamped Declaration at the Court Records Department by hand delivery or mailing. Seattle Municipal Court; 600 5th Ave.; Seattle, WA 98104.

5. Keep the other copy for your records.

B. After the Declaration is Filed

1. Hearing. After a fully-completed Declaration is filed, the Court will set a hearing not less than 14 days nor more than 120 days from the date the Declaration is filed with the Court. The Court will send you a written notice of date of the hearing. After reviewing your declaration, the Court may, at its discretion, set aside a default judgment pending the hearing.

2. Disposition at Hearing. If the Court determines that you were the person identified by the citing officer as the person who committed the infraction or that you were served with the infraction, the notice of infraction will remain committed or re-adjudicated as committed.