

MEMORANDUM

To: Deputy Chief Robert Fletcher, West Allis Police Department
From: Nicholas S. Cerwin, Assistant City Attorney
Date: October 6, 2016
Re: *City of West Allis v. Top Dog Enterprises, LLC*

Enclosed are two copies of the Summons & Complaint for each above captioned matter together with an Affidavit of Service.

Please serve **Ronald L. Mellantine (Agent for Top Dog Enterprises, LLC) or the person in charge at The Choice Eatery and Entertainment between October 8, 2016 – October 15, 2016.**

Upon service please fill out the Affidavit of Service and return the Summons and Complaint together with the Affidavit of Service to our office.

Thanks!



Enclosures

Service of Top Dog Enterprises, LLC, d/b/a The Choice Eatery and Entertainment Summons and Complaint

**The Summons and Complaint Must Be Served
Between October 8, 2016 and October 15, 2016.**

- 1) Serve Ronald Mellantine at the agent address/ home address of 100 Lynnwood Lane, Brookfield WI, 53005, her establishment address (where Ronald Mellantine may be working) of 9638 W. National Avenue, West Allis, WI, 53214 or the person in charge at The Choice Eatery and Entertainment at of 9638 W. National Avenue, West Allis, WI, 53214.
- 2) Leave a copy of the summons and complaint; return an endorsed copy of the summons, a copy of the complaint, and the affidavit of service as instructed below.

For the affidavit of service:

- 3) Fill in your name on the top line
- 4) Fill in the date and time of the service, indicating a.m. or p.m.
- 5) Fill in the name of the person served
- 6) Sign before a notary public (City Attorney's office can notarize for you)
- 7) We need the affidavit of service and return copy of the summons and complaint back in our office after service.

ENDORSEMENT ON SUMMONS RETURN COPY

Note in writing on the front or back of the summons:

- 1) Name of the party served (or have them sign it anyplace)
- 2) Date and time of service (regular time w/ am/pm or military time)
- 3) Address where service took place
- 4) Sign your name and put officer # on summons

This can all be jotted in any corner where there is a free area to write (or the back if you like).

Thank you!

Nick Cerwin, Assistant City Attorney
302-8448



GRANTED: JUN 07 2016
ISSUED:

Monica Schultz
City Clerk
414.302.8220
mschultz@westalliswi.gov
www.westalliswi.gov

May 17, 2016

Mayor & Common Council
City of West Allis

Dear Council Members:

Attached is the 2016-2017 Class B Tavern License application no. 2316 of Top Dog Enterprises, LLC, Ronald L. Mellantine, Agent, d/b/a **The Choice Eatery and Entertainment**, for the premises located at 9638 W. National Ave. (new-existing location).

Business Telephone no. t.b.d.

Agent Home Telephone: 414-403-9008
Agent Home Address: 2911 S. 126 St., New Berlin, 53151

Sincerely,

Monica Schultz
City Clerk

/jl

cc: **Police Department**
Pat Walker

1000 1 2018
ISSUED:
GRANTED:

1000 1 2018
ISSUED:
GRANTED:





GRANTED: JUN 07 2016
ISSUED:

Monica Schultz
City Clerk
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Sincerely,

Monica Schultz
City Clerk

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cc: Police Department
Pat Walker

ISSUED: JUN 13 1963
GRANTED: JUN 13 1963