

MUNICIPAL COURT
401 N 3rd
Temple, TX 76501



HONORABLE Judge Person
Presiding Municipal Judge
Phone: (254) 298-5687
FAX : (254) 773-4301

Complete this form and check the appropriate box for your request. The form can be mailed, emailed or faxed to the court. You **must** call to confirm receipt of all faxes and email. You may email this form to: courtlinehelp@templetx.gov

***Note - The judge cannot discuss your case with you. The prosecutor and court staff are prohibited by law from giving legal advice. You may contact an attorney for legal advice. For local rules see the Municipal Court website www.templetx.gov**

*****YOU MUST SUBMIT A COPY OF YOUR DRIVERS' LICENSE OR PICTURE ID WITH THIS FORM*****

YOUR PERSONAL INFORMATION BELOW MUST BE PROVIDED (PLEASE PRINT NEATLY)

Name:	Citation #:
Address: Apt. #	DL #: State
City: State: Zip:	DOB: SS #:
Email:	Phone #:

I have been charged with the offense _____ and plead;

NOTE: if a plea was already entered, do NOT enter another plea.

1) SELECT ONLY ONE:

NOT GUILTY

Do not check any other boxes or enter comments about your case if you are entering a plea of "not guilty". You will automatically be set for a pre-trial hearing with the prosecutor through zoom and a final live-court date.

NO CONTEST; or

GUILTY

And request; (check one)

- Driver Safety Course (must be on-time)
- Deferred Disposition
- Community Service
- Pay the balance in full within 30 days
- Payment Plan – monthly payments – must complete up to date financial affidavit
- Time Serve / Jail Credit (Required- **MUST** provide proof of incarceration for consideration)
- Teen Court (Required-Proof of school attendance and under 17 must appear with a parent or legal guardian)

OTHER REQUEST

Extension to provide; (check all that apply)

- Proof of Insurance
- Proof of registration
- Valid Texas Driver's License
- Driver's Safety Course court fees
- (other not listed) _____

Briefly describe any circumstances that will assist in granting your request.

Defendant's Signature _____ Date _____
(typed signature will NOT be accepted)

Judge's Signature _____ Date _____