

TO PLEAD BY MAIL

(NOT TO BE USED FOR MISDEMEANORS OR FELONIES)

- If you are pleading "GUILTY" by mail, place an "X" through SECTION B, then complete and sign SECTION A
- If you are pleading "NOT GUILTY" by mail, place an "X" through SECTION A, then complete and sign SECTION B.
- Mail this form to the Court noted on the ticket by Registered, Certified or First Class Mail with Return Receipt Requested.

- ❖ DO NOT use this form for Misdemeanors or Felonies or for a third or subsequent speeding violation in an 18 month period. Instead you must appear in person in the Court noted on the ticket.
- ❖ If the Court denies your plea, you will be notified by mail to appear.
- ❖ **PLEASE REFERENCE YOUR NAME, MOTORIST ID#, DATE OF BIRTH AND TICKET NUMBER ON THIS FORM**

| PLEA BYMAIL – NOT TO BE USED FOR MISDEMEANORS | |
|---|--|
| <p>PART "A" PLEA OF GUILTY</p> <p>Instructions to Motorists: If this part is used cross out Part B, submit this form to the Court by Registered or Certified Mail, Return Receipt Requested, or by First Class Mail, <u>ACCOMPANIED BY RECORD OF CONVICTION Stub</u>; (NYS License only). This form may not be used for Misdemeanors or for a third or subsequent speeding violation in an 18 month period, if the court denies this application, the applicant will be notified to appear.</p> <p>TO: <input type="checkbox"/> City <input type="checkbox"/> Town <input type="checkbox"/> Village <input type="checkbox"/> Dist. Court <input type="checkbox"/> City <input type="checkbox"/> Town <input type="checkbox"/> Village !! County of _____</p> <p>I _____ residing at _____</p> <p>Have been charged with the violation as specified on the reverse of this application. I acknowledge receipt of the warning printed in red on the reverse of this application, and I waive arraignment in open court and the aid of Counsel. I plead guilty to the offense as charged and elect and request that this charge be disposed of and fine or penalty fixed by the court. During the last 18 months, I have been convicted of those violations marked on my attached Conviction Stub and of the violations noted below.</p> <p>I make the following statement of explanation (optional) _____</p> <p>All statements made under penalty of perjury: Date _____ Signed _____</p> <p>Additional Convictions (List Offenses, Date, Fine, and Place)</p> | <p>PART "B" PLEA OF NOT GUILTY</p> <p>If this part is used cross out Part "A"</p> <p>NOTICE: YOU ARE ENTITLED TO RECEIVE A SUPPORTING DEPOSITION FURTHER EXPLAINING THE CHARGES PROVIDED YOU REQUEST SUCH SUPPORTING DEPOSITION WITHIN THIRTY DAYS FROM THE DATE YOU ARE DIRECTED TO APPEAR IN COURT AS SET FORTH ON THIS APPEARANCE TICKET. DO YOU REQUEST A SUPPORTING DEPOSITION?</p> <p><input type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>Signature _____</p> <p>Address _____</p> <p>NOTE: Mail to the court specified on the reverse by Registered Certified Mail. Return Receipt Requested, or by First Class Mail, within 48 hours. The Court shall then advise the violator by First Class Mail of the trial date.</p> |
| APPLICANTS UNDER 18 YEARS OF AGE MUST SUBMIT NAME AND ADDRESS OF PARENT OR GUARDIAN BELOW | |
| Name of Parent or Guardian _____ | Address of Parent or Guardian _____ |