

IN THE COUNTY COURT IN AND FOR BAY COUNTY, FLORIDA

STATE OF FLORIDA

Vs.

Citation Number: _____

Case Number: _____

Charge: _____

REQUEST FOR CIVIL TRAFFIC HEARING

I am DENYING the commission of the above mentioned infraction and I fully understand the following instructions:

1. A Notice of Hearing will be mailed to me by the 15th of the proceeding month.
2. In the event I do not receive a Notice of Hearing within 30 days from this date, I understand that I must contact the Clerk of Court for Hearing date information.
3. The Hearing date can only be continued if I contact the Clerk of Court Traffic Department five (5) working days prior to the hearing.
4. Any witnesses that I may have shall appear with me on the date of Hearing.
5. If I wish to have my case reported for appeal purposes or other purposes, I am required to provide a court reporter at my own expense for this hearing.
6. If I should move or my address changes, I will contact the Traffic Department immediately.
7. If I fail to appear, I understand that the judge may elect to conduct the hearing in my absence.

By signing this request, I agree to be present at the date and time of the hearing.

My Address is: _____

My E-mail Address is: _____

My Home Phone Number is: _____ **Mobile Phone:** _____

Signed this _____ day of _____, 20__.

Signature

Contact Information: Phone: (850)747-5134
Fax: (850)747-5163
Email: traffic@baycoclerk.com