

## **Court Appearance Instructions**

If you wish to appear before the Court to speak with the Judge or to enter a plea of Not Guilty complete section 2 on the back of the gold copy of the ticket and mail it to: Municipal Court, 205 W. Rusk, Rockwall, TX 75087. You may also appear in person during regular business hours to request a court date in person. **No phone calls will be accepted for setting court dates.**

You will first appear on a plea docket where you will enter a plea and have the opportunity to speak to the judge about your case. If no agreement is made on the plea docket the next step will be to be reset to speak with the City Attorney and you will be reset for a pre-trial docket. Any motions must be filed no later than 10 days prior to this date and will be heard on the pre-trial setting. If no disposition has been made then the case will be set for a trial docket.

You may request a continuance for your appearance in writing or in person no later than 24 hours prior to your appearance date. You are allowed 1 continuance before being required to post a bond.

### **Dress Code**

When appearing before the Judge proper courtroom attire is required.

No Shorts

No Halter/Tank Tops

No Hats

Shirts Tucked In

Cell phones and pagers are to be turned off or silent.