

Marshall Municipal Court  
110 S. Bolivar Street  
Marshall, TX 75670  
903-935-4535

REQUEST FOR COURT APPEARANCE

I REQUEST TO BE SET ON THE COURT DOCKET AND ENTER MY PLEA BEFORE THE MUNICIPAL COURT JUDGE.

I UNDERSTAND:

\_\_\_\_\_ I WILL BE NOTIFIED BY MAIL OF WHEN I MUST APPEAR;

\_\_\_\_\_ ANY FINE AMOUNTS I HAVE BEEN GIVEN AT THE WINDOW NO LONGER APPLY;

\_\_\_\_\_ IF I AM FOUND GUILTY THE JUDGE WILL ASSESS MY FINE AND I WILL BE CHARGED THE FINE PLUS COST OF COURT;

\_\_\_\_\_ IF I FAIL TO APPEAR FOR MY COURT APPEARANCE A WARRANT WILL BE ISSUED FOR MY ARREST;

\_\_\_\_\_ IT IS MY RESPONSIBILITY TO INFORM THE COURT CLERK'S OFFICE IF MY MAILING ADDRESS IS CHANGED.

\_\_\_\_\_  
PRINT DEFENDANTS NAME

\_\_\_\_\_  
DEFENDANTS SIGNATURE

DATE \_\_\_\_\_

\_\_\_\_\_  
MAILING ADDRESS

\_\_\_\_\_  
PHONE

\_\_\_\_\_  
CITY STATE ZIP

\_\_\_\_\_  
CITATION NUMBER