

Request for Adjudication on Outstanding Citations

*****Download form, complete, save to desktop, and attach to email for submission*****

Date: _____
 Name: _____ Phone Number: _____
 Current address: _____
 City, State, Zip code: _____
 Date of birth: _____ Drivers' License no: _____
 Email Address: _____
 Were you involved in an accident? : _____

Citation Numbers	Original/Missed Court Date

Current Ticket Status: FTA: _____ Warrant: _____ DDS: _____
 Date of Appearance (check one): Monday Tuesday Wednesday Thursday

I understand that I have unpaid tickets in this court, which are currently in Failure to Appear status (FTA) or that a warrant has been issued for my arrest because of my failure to appear for court. I understand that I may have received a notice from the Department of Drivers' Services (DDS) that my driver's license has been or will be suspended because of unresolved or unpaid traffic citation with this Court.

I understand that this is not a trial date, but I will have the opportunity to appear before a judge to determine the future of my pending case(s).

I understand that the judge may, but is not required to allow me to enter a plea to dispose of this case.

I understand that if in the Court's discretion, a sentence of probation is imposed, then it will be for a term not to exceed twelve months and the release of the suspension in effect with the DDS will be given when I am placed on probation or pay in full today.

This document is your **notice** for court on the date selected. Court will be held at 3630 Camp Circle, Decatur, GA 30032.

➤ If your hearing is at 2:00pm you must **arrive at 1:00pm at the Burgess Building.**

The date selected must be **at least 24 hours** from time of submission but **no more than 4 business days** in the future. If you fail to appear and formally plea, a bench warrant may issue for your arrest. If your license is suspended for failure to appear and you plead NOT GUILTY, then any driver's license suspension currently in effect will remain in place for as long as the case is opened.

 Verifier/Service Representative

Notes: _____

Office Use Only:
 State Magistrate **Court Date: _____ Court Time: _____ Division: _____