



April 29, 2020

Dear Sir or Madam:

To consider your Time Served request, the Court requires the following:

1. **A plea of either guilty or nolo contendere** (no contest) in the cause(s) for which you are seeking jail credit.
2. **OFFICIAL DOCUMENTATION**, (usually obtained from the jail facility where you are incarcerated) **stating:**
 - > The offense for which you are incarcerated;
 - > The specific name of the facility and location where you are incarcerated;
 - > When you began your incarceration; and
 - > The date your incarceration is scheduled to end.
3. Because you are accused and/or convicted of a criminal offense punishable only by the imposition of a fine, the Court construes your letter as a request to "lay out your fine." **Please complete and sign the enclosed form entitled *Defendant's Motion to Lay Out Fine in Jail* and return it to the court.**

Upon receipt of the three (3) above listed documents completed and signed, your request will be presented to the Judge for consideration and you will be notified of the decision.

Please be advised your plea of No Contest/Guilty will result in a conviction that will appear on your record.

Respectively ,
Municipal Court
City of Rockport

**IN THE MUNICIPAL COURT
CITY OF ROCKPORT, ARANSAS COUNTY, TEXAS**

**THE STATE OF TEXAS
VS.**

CAUSE NO. _____

PLEA FORM

You have been charged with _____

You may enter a plea of no contest, guilty, or not guilty.

CIRCLE ONE:

NO CONTEST
(nolo contendere)

A plea of no contest states you are not contesting the charges filed. If you plead no contest, a finding of guilty will be entered by the court and the Judge will set the amount of your fine. I have been made aware of my option to view documents and evidence in my case, excluding those documents ordered withheld by a Court of proper jurisdiction.

GUILTY

A guilty plea states you are guilty of the charges as filed. The fine and costs on a plea of guilty are the same as plea of no contest. I have been made aware of my option to view documents and evidence in my case, excluding those documents ordered withheld by a Court of proper jurisdiction.

NOT GUILTY

A not guilty plea states you are not guilty of the charge as filed. If you plead not guilty, a trial date will be set. You are required to appear for trial. Failing to appear may result in you being charged with Failure to Appear (Sec.38.11 PC) and a warrant being issued for your arrest. YOU HAVE THE RIGHT TO HIRE AN ATTORNEY. The State is represented by the City Attorney. **NOTICE OF YOUR COURT DATE WILL BE MAILED TO THE MAILING ADDRESS YOU HAVE LISTED BELOW.**

DISCOVERY _____ I **request/decline** to review the documents and evidence in my case.

TO THIS CHARGE:

CHECK ONE:

- I hereby enter a plea of NOT GUILTY and request a non-jury trial and do hereby waive my right to a trial by jury.
- I hereby enter a plea of NOT GUILTY and request a trial by jury.
- I hereby enter a plea of GUILTY and do hereby waive my right to a trial by jury.
- I hereby enter a plea of NOLO CONTENDERE and do hereby waive my right to a trial by jury.
- I hereby enter a plea of NOLO CONTENDERE and request Deferred Adjudication
- I hereby enter a plea of NOLO CONTENDERE and request Defensive Driving.

DEFENDANT'S SIGNATURE/DATE

DEFENDANT'S ATTORNEY SIGNATURE/DATE

DRIVER'S LICENSE NO. OR I.D. NO.

DATE OF BIRTH

SOCIAL SECURITY NO.

HOME ADDRESSAPT #

CITY, STATE, ZIP

PHONE

MAILING ADDRESS

EMAIL ADDRESS

**IN THE MUNICIPAL COURT OF
THE CITY OF ROCKPORT, ARANSAS COUNTY, TEXAS**

THE STATE OF TEXAS
VS.

CAUSE NO. _____

DEFENDANT'S MOTION TO LAY OUT FINE IN JAIL

On the ____ day of _____, 20____, I was found guilty of the offense of _____ and was assessed a fine and court costs totaling \$_____ dollars, of which \$_____ is unpaid.

I understand that I may ask the Court to grant me an extension of time to pay, a payment plan, or community service to discharge the fine and costs for all or part of the fine and costs. **I DO NOT WANT an extension to pay, I DO NOT WANT a payment plan, and I DO NOT WANT to perform community service to discharge the fine and costs. I REFUSE TO PAY THE FINE AND COSTS ORDERED BY THE COURT.**

I understand that I may ask the Court to consider my financial situation to decide if I am indigent. "Indigent" means that I do not earn more than 125 percent of the income standard established by applicable federal poverty guidelines. If the Court found me indigent, I could not be jailed to pay the fine and costs. **I DO NOT claim that I am indigent. I DO NOT WANT a hearing on whether I am indigent.**

I was 17 years old or older when I committed the offense. I am of sound mind. I request the Court to order me to jail immediately. If my request is granted, I will be given jail credit at not less than 8 hours or more than 24 hours as the period I must remain in jail to satisfy not less than a minimum of \$100 of the fines and costs. **I understand that the Judge will determine the rate at which I earn jail credit.**

The Court has not encouraged me to make this motion. I understand that I have been convicted of an offense punishable by the imposition of a monetary fine, not by a term of incarceration. My request to discharge the fine and costs through commitment to jail has not been influenced by the Court or any individual, other than myself. This motion is made **freely and voluntarily.**

I have read this entire motion, I understand it, and I agree to sign it and present it to the Judge. I want the Judge to grant this motion and order me to jail.

Date: _____
_____ Defendant's Signature

Printed name and address: _____

Telephone number(s): _____

- Motion granted Motion denied



Judge, Municipal Court, City of Rockport, TX

Date