

IF YOU ARE NOT A CITIZEN OF THE UNITED STATES, YOU ARE HEREBY ADVISED THAT A PLEA OF GUILTY OR A CONVICTION OF CERTAIN OFFENSES COULD RESULT IN DEPORTATION, DENIAL OF ADMISSION TO THE UNITED STATES, OR A DENIAL OF NATURALIZATION PURSUANT TO THE LAWS OF THE UNITED STATES. YOU SHOULD CONSULT AN ATTORNEY BEFORE ENTERING A PLEA IF THIS APPLIES TO YOU.

COURT PROCEDURES
Your Rights in Municipal Court

DOCKET CALL

- When you enter the Court Room please be seated and await instructions

TYPES OF PLEAS AT ARRAIGNMENT

- After you are informed of the charges, you may be asked to enter a plea

EITHER:

1. NOT GUILTY
2. GUILTY

NOT GUILTY PLEA

- You should plead not guilty if you in fact believe you are not guilty of the charges
- You will be given a date to return to this Court for a trial
- If you fail to appear on time for trial, a warrant may be issued for your arrest

GUILTY PLEA

- When you plead guilty you will not have a trial and you admit you are guilty
You give up a number of rights when you plead guilty, including your right to a trial.

AT TRIAL

- You have a right to have an attorney represent you at your trial

- If you are indigent, and the City is requesting that you serve a jail sentence, the Court may appoint an attorney for you
- At any trial, you have the right to ask questions of the witnesses that appear to testify against you
- You have the right to subpoena witnesses to testify for you
- You may testify at trial, but you **have the right to remain silent** and cannot be forced to testify at your trial
- You are presumed innocent
- At trial, the City must prove you guilty beyond a reasonable doubt

RIGHT TO APPEAL

- If you have a trial and you are found guilty, you may request a new trial. This request must be made within 10 days of sentencing
- Your new trial is called a trial de novo and is held in the Circuit Court of St. Louis City before a different Judge

PUNISHMENT

- If a fine is assessed in your case, it can range from \$1.00 to a maximum of \$500.00
- The Judge has the authority to impose a jail sentence of up to 90 days in jail
- If your case is a “minor traffic violation” as defined by state statute the maximum possible penalty is a combined fine and court cost not to exceed \$225.00 with no possibility of a jail sentence

RIGHT TO COUNSEL

- If your case may result in a jail sentence, or depending upon the seriousness of the charge and the consequences of a conviction, the Judge may recommend you speak with an attorney before entering a plea on your case

NO INSURANCE

- You must have proof of insurance if you are driving a vehicle **even if it is not your vehicle**
- In Missouri, a no insurance ticket will give you 4 points on your driving record
- 8 points in 18 months will cause you to lose your license
- If you obtained insurance that was effective **after** the date of the ticket, and have proof of this, you can also provide proof to the Judge. This will be considered in sentencing

SENTENCING ALTERNATIVES

- **COMMUNITY SERVICE & DEFENSIVE DRIVING SCHOOL**

1. You may request community service if you are not financially able to pay your fine. You have the right to ask the Judge to decide if you are able to pay court fines and costs or should be considered for an alternative sentence. You may be required to fill out paper work regarding your finances as a part of this process.
2. If you plead guilty to a moving violation you will receive points on your driving record
3. In certain cases determined by the judge you may be eligible to avoid points by attending Defensive Driving Classes

PAYMENT

Please see the Court Clerk before you leave concerning payment on your case or your next court date.

***** IF you do not speak English or do not understand your rights as stated here, advise the Court when you approach the bench.**