

Request to Set Parking Citation for Trial

This form may be used by persons who wish to set a parking citation for trial. Please read the information contained in this form, including the Advisement of Rights. Provide complete information regarding the parking citation that was issued, information for the ticketed vehicle and contact information for the person wishing to appear at trial.

By filing this form and requesting a trial to Boulder Municipal Court, you agree to the following statements:

1. I understand that a filing fee in the amount of \$25.00 is due when I am contacted by court staff to set a trial date. The fee will be refunded only if I am found not guilty at trial.
2. By filing this form, I understand that I am pleading "not guilty" to the charge.
3. I certify that I have read the Advisement of Rights set forth below and understand those rights.
4. I understand that if I am found guilty at trial, payment for the parking ticket is due within fourteen days. If I fail to pay the balance due within fourteen days, late fees will accrue.

Name of party requesting trial _____

Address, including city/state _____

Telephone/Cell number (____) _____ Email address _____

Parking ticket number _____ Date issued _____

License plate of ticketed vehicle _____ License plate state _____

BOULDER MUNICIPAL COURT ADVISEMENT OF RIGHTS

The Municipal Court is the judicial branch of the Boulder City Government. As a defendant you have been charged with a violation of a City traffic ordinance. The fact that you received a summons and complaint is not evidence of guilt. You have the following rights in the Boulder Municipal Court:

- You are presumed innocent of all charges.
- You have the right to receive and understand the charges against you.
- You have a right to be represented by an attorney at all stages of the prosecution.
- You have the right to plead not guilty and set the case for a trial. Trials are to the Court. The City Attorney's Office (prosecution) has the obligation to prove all charges against you beyond a reasonable doubt.
- At trial, you have the right to subpoena witnesses, the right to confront the witnesses against you

and the right to decide whether or not you wish to present a defense. The court will provide you with subpoenas free of charge. You are responsible for service of the subpoenas.

- You may testify on your own behalf or remain silent. If you choose not to testify, your silence may not be used against you.
- If you choose to make any statement or to testify you may be subject to cross examination, and any statement you make may be used against you.
- You have the right to appeal any decision of this Court to the Boulder County District Court.
- Any plea of “guilty” or “no contest” you enter must be voluntary, and if you so plead you will be giving up all the rights explained in this document.

I certify that I have carefully read and understand all the rights set forth herein. If I have questions, I will ask the judge.

I have read the advisement of rights and plead not guilty to the charges pending. I request a trial for the parking ticket above and agree to pay the \$25.00 filing fee.

You will be contacted by phone within 7 days by court staff to schedule a trial date and to collect payment of filing fees over the phone by Visa or Mastercard.