

## **COMMON COURT QUESTIONS**

### **What if I cannot read my ticket to see what court location or time to report?**

Contact the police agency that issued the ticket, they will advise you as to the proper date and court.

### **What if I disagree with the charges on the ticket?**

The court is the judicial branch that interprets the law. You must appear in court and your options will be explained to you.

### **How do I know if I need an attorney?**

If you are unsure of the charges, or how to proceed, then you may need to consult an attorney. However, this is an individual decision, and **no officer of the court can give you legal advice.**

### **Can I reschedule the time and date of my appearance if I am working or out of town?**

If you are charged with a violation, you may plea by mail and will not have to appear in court for arraignment. If you are charged with a misdemeanor, you must appear on the given date and time or a warrant may be issued for your arrest.

### **I just want to mail in the ticket and pay the fine. What is the process?**

Follow the procedures written on your ticket and if you wish to plead guilty, once the plea is received the judge will determine the fine and surcharge and you will receive a fine notice in the mail.

### **What if I wish to plead not guilty?**

Follow the procedure on your ticket. Once the court receives a not guilty plea you will be notified by mail of your trial date and time.

### **What type of payment are acceptable?**

Mailed payments must be either money orders or certified checks. **Personal checks will be returned to the sender.**

### **What if I miss my court date?**

You may plea by mail by following the directions on your ticket. Or you may appear at the next regular court date.

### **Why has my license been suspended by the Department of Motor Vehicles?**

If you have failed to appear or pay a fine on a traffic infraction, it is the duty of the court to report that to the Department of Motor Vehicles.

### **What do I do once my license has been suspended?**

If you have been suspended for failure to appear, you must appear in court on a regular court date. If you have been suspended for failure to pay your fine, please contact the court to confirm your total amount due. Please see acceptable types of payment above.

### **How long does it take to have the suspension lifted?**

Once all fines/fees/surcharges are paid, the court will immediately lift your suspension with the DMV, and will electronically notify the DMV that you have paid.

### **How can I get a ticket dismissed for an equipment violation?**

Some equipment violations can be corrected within the first day after the ticket was issued. The ticket will have a correction form attached if this is the case. Have the form signed and dated by a police officer or certified mechanic and mail the correction form in along with the ticket. **Please note: a ticket for a past due inspection is not an equipment violation that can be corrected with this form.**

### **Can I just fix it myself and mail the court a receipt?**

No. You must have a properly signed and filled out statement of correction in order for the ticket to be dismissed.

### **I have questions and need advice about filing a small claim.**

The court cannot give you any legal advice. A guidebook for small claims can be found here, and should answer many of your questions. <https://www.nycourts.gov/courthelp/pdfs/SmallClaimsHandbook.pdf>