

## **TRAFFIC TICKET & UNIFORM SUMMONS PROCEDURES**

### **Pre-Payment of Traffic Tickets and Uniform Summons (no partial payments accepted)**

Most traffic tickets and uniform summons with the exception of Speeding (25 MPH or more over the limit or double the speed limit), Animal Control, Code Enforcement, Fire or Building Code and Curfew Violations can be pre-paid without having to appear in court.

Pursuant to Section 99-19-3 (2) of the Mississippi Code, no partial payments on tickets and summons will be accepted unless the defendant appears in court and an extension of time to pay or payment plan is approved by the judge and/or prosecutor.

### **Entry of a Plea of Not Guilty**

If a defendant so desires, he or she may enter a plea of Not Guilty to any traffic citation or summons. A trial date will then be set by the prosecutor or clerk and the defendant will be given an order of continuance advising them of their trial date. The defendant must sign the order of continuance. Failure to appear at trial may result in a bench warrant being issued for Contempt of Court.

### **Failure to Appear**

If a defendant fails to appear at their arraignment (initial appearance date on the bottom of the ticket), a new court date of at least 21 days from the previous court date will be set and a notice will be mailed to the defendant's address of record informing them of their new court date. If the defendant fails to appear on the new court date, a bench warrant for Contempt of Court may be issued for the defendant's arrest.

If a defendant fails to appear on their fines due date as previously ordered by the court, a show cause order will be issued for the defendant to appear to show cause why they failed to appear on their fines due date. If the defendant fails to appear at their show cause hearing, a bench warrant for Contempt of Court may be issued for the defendant's arrest.

**IT IS THE DUTY AND RESPONSIBILITY OF THE DEFENDANT TO IMMEDIATELY NOTIFY THE MUNICIPAL COURT OF ANY CHANGE TO THEIR ADDRESS.**