

REQUEST EXTENSION TO PAY*

** You are not eligible to request an Extension of Time to Pay for any charges involving Juveniles, Minor Alcohol, Minor Tobacco, or Assault-Family Violence. These offenses require a mandatory court appearance before the Judge.*

**RETURN FORM AND
REQUIRED DOCUMENTS:**

BY FAX: 281-316-4123 - OR -
BY EMAIL: COURT@CITYOFWEBSTER.COM

FILL IN ALL BLANKS:

DATE: _____

NAME: _____

ADDRESS: _____

PHONE #: _____ EMAIL: _____

CITATION #: _____

OFFENSE(S): _____

I am entering a plea of (**WRITE AN "X" IN ONE BOX ONLY**): GUILTY NO CONTEST

I am requesting an extension of time to pay my fines. I understand that by entering my plea and requesting a payment plan this charge will be reported to the Texas Department of Public Safety and may appear on my driving record.

CHOOSE ONE OPTION ONLY:

I am requesting 30 DAYS to pay my fines. I understand that if my balance remains unpaid at the end of the 30 DAYS, I will be responsible for contacting the court within 3 business days and for paying any additional time payment fees imposed by the State.

I am requesting an EXTENDED payment plan to pay my fines. I understand that \$15.00 will be added to each offense and I will then be responsible for making \$60.00 biweekly payments.

THE FOLLOWING STATEMENTS MUST BE INITIALED BEFORE SUBMITTING THIS FORM:

_____ I understand that submitting this form does not guarantee that my request will be granted by the Judge. It is my responsibility to contact the Court Office if I have not received a response within 7 days.

_____ **I have included a copy of my driver's license or ID with this request.**

DEFENDANT'S SIGNATURE

PLEASE CHOOSE HOW YOU WOULD LIKE TO RECEIVE YOUR DOCUMENTS:

MAIL EMAIL FAX: _____

Notice: Pursuant to Chapter 39 of the Code of Criminal Procedure, by paying the fines/fees you are waiving your right to receive discovery information pertaining to your case. If you are requesting discovery information in regards to your case, you must follow the rules of Texas Criminal Procedure.