

# TRAFFIC INFRACTION PLEA BY MAIL FORM

CASE #: \_\_\_\_\_

## GUILTY PLEA

I, \_\_\_\_\_, having been charged with the traffic violation of  
*Print name*  
\_\_\_\_\_ do hereby waive arraignment in open court and the aid of  
counsel and hereby plead **GUILTY** to the offense as charged and request that this charge be disposed by a fine/surcharge  
penalty fixed by the court.

The undersigned makes all statements under penalty of perjury.

Dated: \_\_\_\_\_ Signature: \_\_\_\_\_

Current Mailing Address: \_\_\_\_\_

Phone Number \_\_\_\_\_

**NOTE: If you are under 18 years of age, you must insert the name and address of your parent or guardian:**

\_\_\_\_\_

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## NOT GUILTY PLEA

I, \_\_\_\_\_, having been charged with the traffic violation of  
*Print Name*  
\_\_\_\_\_ do hereby waive arraignment in open court and plead  
**NOT GUILTY** to the offense as charged and request a trial before the court.

The undersigned makes all statements under penalty of perjury.

Dated: \_\_\_\_\_ Signature: \_\_\_\_\_

Current Mailing Address: \_\_\_\_\_

Phone Number \_\_\_\_\_

**NOTE: If you are under 18 years of age, you must insert the name and address of your parent or guardian:**

\_\_\_\_\_

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MAIL TO: Virgil Town Court  
1176 Church Street  
Cortland, New York 13045