



City of Lancaster
Municipal Court



220 W. Main Street Lancaster, TX 75146 (972) 218-1334

REQUEST FOR COURT DATE

Cause No: _____ Date: _____

Comes now the defendant in writing and before the clerk; after having been informed by the court of the procedure of requesting a court date, Defendant is hereby requesting a court date be set on the above noted cases.

Name: _____ Telephone: _____

Address: _____ City _____ ST _____ Zip _____

Email Address: _____

Defendant's Printed Name: _____

Defendant's Signature _____ Clerk's Initial _____

The court date notification will be sent by regular mail to the above listed address. The notice will be presumed to be delivered unless returned by the post office.

I also understand and acknowledge that if I fail to attend the court appearance, a warrant will be issued and additional charges will be added to the case. I also understand that I will be subject to arrest by the City Marshal at my home or place of employment

A copy of your photo ID must be attached to this request. The court cannot process your request without a photo ID.

This form may be emailed, faxed (972) 218-8554 or mailed into the court.

Fax: 972-218-8554

Mailing Address: 220 W Main Street, Lancaster, TX 75146