

Information Regarding Suspension of Driving Privileges:

[A] If you are *pending* * suspension for **failure to pay a fine** and know the dollar amount owed, you may enclose the payment [check or money order only, do not leave cash] in one of the envelopes provided, along with the MV- 1160.3 form you received from the Department of Motor Vehicles and place it in the mail slot. Please note that we need both portions of the notice, marked *Court Copy* and *Motorist Copy*. (You do not need to complete the attached form).

[B] If you are *pending** suspension for **failure to answer**, please complete the attached form and place it in the mail slot, along with the MV- 1160.3 form you received from the Department of Motor Vehicles. Please note that we need both portions of the notice, marked *Court Copy* and *Motorist Copy*.

If a *guilty* plea is entered, you will receive notice from the court advising you of the dollar amount of the fine. If you plead *not guilty*, the court will furnish you with a notice to appear for trial and/or disposition of the matter.

* The effective date of the suspension is located on the MV- 1160.3 form.

If your license has already been suspended, in addition to following the above instructions, you must also remit a Termination of Suspension Fee in the amount of **\$70.00**, in order to have your driving privileges reinstated.

Checks shall be made payable to the **SHANDAKEN JUSTICE COURT**.

Please be sure to provide the court with a current address and telephone number, so that we may correspond with you without undue delay.

**Shandaken Justice Court
7209 Route 28, Town Hall
PO Box 6
Shandaken NY 12480**

Phone: 845-688-5005

Fax: 845-688-5348

email: shandakenjusticecert@hvc.rr.com

I, _____, do herein enter my plea of *Guilty* to the charge of _____, in violation of the New York State Vehicle and Traffic Law, for which I received a Uniform Traffic Ticket in the Town of Shandaken.

I understand that a plea of guilty is equivalent to being convicted after trial, and I will be liable to a penalty. Additionally, I understand that my license to drive a motor vehicle or motorcycle, and my certificate of registration, if any, are subject to suspension and revocation as prescribed by law.

I further acknowledge that I will be notified by mail of the imposition of the fine and that payment shall be remitted in accordance with said notice.

Dated: _____

Signed:

OR;

I, _____, do herein enter my plea of *Not Guilty* to the charge of _____, in violation of the New York State Vehicle and Traffic Law, for which I received a Uniform Traffic Ticket in the Town of Shandaken.

I understand that I will receive notification of a future trial date and will appear as directed by the court.

Dated: _____

Signed: