

# **Instructions for a Defendant Requesting a Court Setting Without Posting Bond**

If you have tickets for which alias warrants have been issued because of your failure to appear in court at a previous time, then you may request a court setting without the requirement of posting a bond by completing the attached form (Defendant's Request for Court Setting Without Posting Bond).

You must contact a bonding company to obtain a quote as to what their charge would be to post the bond(s) for you. You must contact an attorney to obtain a quote as to what his/her charge would be to post the bond(s) for you. You must include that information on your application. Further, you must complete the attached community service application and submit it with your request. Both forms must be completed legibly with no items left blank. If an item does not apply to you or your case, please put "NA" in that blank.

Return the completed Request and Application for Community Service to the clerk. The clerk will then submit your request to the judge who will either grant or deny your request. If your request is granted, you will be given a court date and will be approved for community service. If you wish to take care of your ticket at the clerk's window prior to the court date, you may do so and received community service in lieu of a payment plan. **DO NOT MISS YOUR COURT DATE.** This is a one-time opportunity. If you do not appear for your court setting, your tickets will return to warrant and an additional Failure to Appear may be issued.

If your request is denied, your tickets will remain in warrant. The clerk can explain your other options regarding tickets in warrant.

\*Clerks—if request is granted, please set for next available Plea Docket setting.

STATE OF TEXAS

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IN THE MUNICIPAL COURT

V.

CITY OF HURST

TARRANT COUNTY, TEXAS

**DEFENDANT'S REQUEST FOR COURT SETTING WITHOUT POSTING BOND**

I, the Defendant, am charged in this Court with the following offenses for which alias warrants are currently outstanding and which carry the following attached bond amounts:

| <u>Offense</u> | <u>Bond</u> | <u>Offense</u> | <u>Bond</u> |
|----------------|-------------|----------------|-------------|
| _____          | \$ _____    | _____          | \$ _____    |
| _____          | \$ _____    | _____          | \$ _____    |
| _____          | \$ _____    | _____          | \$ _____    |

The above-referenced cases are currently in warrant because of my previous failure to appear. I swear that I have attempted to engage a bonding company to post the bond(s) on my behalf, but I cannot afford to pay their fee of \$ \_\_\_\_\_. Further, I have attempted to hire an attorney to post the bond(s) on my behalf, but I cannot afford to pay his/her fee of \$ \_\_\_\_\_. I do not have the total sum of the bonds listed above to post a cash bond.

Therefore, I am requesting that the judge grant me a court appearance without the necessity of posting a bond because I am indigent. Attached is my completed Community Service Application which is true and accurate. I understand that the judge will review this application, and if my request is granted, I will be given a court date in which to appear before the judge, and I will be approved to complete community service in lieu of paying any fines and costs that might be assessed. I understand that if I do not appear in court, these charges will remain in warrant.

Signed this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, at \_\_\_\_\_ o'clock, \_\_\_\_\_.M.

\_\_\_\_\_  
Defendant

\_\_\_\_\_  
Street Address, City, State, Zip

\_\_\_\_\_  
Telephone Number

**ORDER**

The foregoing Defendant's Request for Court Setting Without Posting Bond has been considered by the Court is hereby:

- Granted. Case is set to \_\_\_\_\_, 20\_\_\_\_, at \_\_\_\_\_. Warrants shall be removed from the regional computer system, but not cleared until Defendant appears in court.
- Denied.

SIGNED AND ENTERED this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Judge Presiding

**HURST MUNICIPAL COURT (revised 12/3/2019)**  
**COMMUNITY SERVICE / REDUCTION IN MONTHLY PAYMENT APPLICATION**

**If you believe that you are indigent, and you wish to request community service or a reduction of your monthly payment, you must complete this form and submit it to the court 3 days prior to your court appearance date if you have a court setting. If a particular question does not apply to you or your situation, please write "NA", but **DO NOT PUT THAT IN EVERY SPACE. DO NOT LEAVE ANY BLANKS. FAILURE TO PROPERLY COMPLETE THIS FORM AND SUBMIT IT BY THE DEADLINE WILL RESULT IN YOUR REQUEST FOR COMMUNITY SERVICE BEING DENIED. PLEASE PRINT LEGIBLY.****

**I am requesting:**  Community Service or  Reduction in Monthly Payment---Please check your primary preference

Name: First \_\_\_\_\_ Middle \_\_\_\_\_ Last \_\_\_\_\_ Age: \_\_\_\_\_ Sex: M / F

Marital Status: \_\_\_\_\_ Number of children < 18 years that reside with you? \_\_\_\_\_

Address (Not a P.O. Box) \_\_\_\_\_ Apt # \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_ Cell \_\_\_\_\_ Other Number to Reach You \_\_\_\_\_

Do you have a job:  No  Yes---Employer Name and Address \_\_\_\_\_

Length of time at this job: \_\_\_\_\_ Take Home Pay \$ \_\_\_\_\_ /per week Highest level of education completed: \_\_\_\_\_

Next Pay Day \_\_\_\_/\_\_\_\_/\_\_\_\_ (If your pay varies, please list your average weekly pay over the last four weeks.)

Are you a student:  No  Yes---Name of School and number of hours you attend per week: \_\_\_\_\_

**Spouse/Partner Information:**

Name: First \_\_\_\_\_ Middle \_\_\_\_\_ Last \_\_\_\_\_ Age: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Does your spouse/partner have a job:  No  Yes---Employer Name \_\_\_\_\_

Length of time at this job: \_\_\_\_\_ Take Home Pay \$ \_\_\_\_\_ /per week Highest level of education completed: \_\_\_\_\_

**Other Financial Information:**

Do you pay for your housing?  No  Yes—how much per month? \$ \_\_\_\_\_ and do you  own or  rent?

Do you have a bank account(s)?  No  Yes—what is the total in all your bank accounts combined? \$ \_\_\_\_\_

Do you have a credit card(s)?  No  Yes—how much credit is available to you? \$ \_\_\_\_\_

Do you have access to a car?  No  Yes—what is the make and year model? \_\_\_\_\_

Do you have a retirement plan or account?  No  Yes—what is the total value? \$ \_\_\_\_\_

Do you receive other income?  No  Yes---Please list the monthly amount received: Family\$ \_\_\_\_\_

Welfare \$ \_\_\_\_\_ Social Security \$ \_\_\_\_\_ Unemployment \$ \_\_\_\_\_ Disability \$ \_\_\_\_\_ Child Support \$ \_\_\_\_\_

**Expenses: Please list the monthly amount YOU pay, if any, for the expenses listed below:**

Auto Payment \$ \_\_\_\_\_ Childcare \$ \_\_\_\_\_ Child Support \$ \_\_\_\_\_ Food \$ \_\_\_\_\_

Home Phone \$ \_\_\_\_\_ Cell Phone \$ \_\_\_\_\_ Utilities \$ \_\_\_\_\_ Cable/Internet \$ \_\_\_\_\_

List any other pertinent information (who supports you, who pays for your food/housing if you do not, etc. \_\_\_\_\_)

**Acknowledgment and Declaration:** Under penalty of perjury I hereby certify the foregoing as being a complete and accurate statement of my current financial condition. I authorize the Hurst Municipal Court, its employees or agents to conduct a complete and through investigation of my statement. I understand this investigation could include direct verification of all information given and the obtaining of reports from credit agencies. It is with this understanding and acknowledgement that I formally request community service as payment of fines, court costs and fees now due and payable to the Hurst Municipal Court. I understand that failure to properly complete this form will result in my request for community service being denied.

Date: \_\_\_\_\_

\_\_\_\_\_  
Defendant's Signature

DEFENDANT EMAIL ADDRESS: \_\_\_\_\_

\_\_\_\_ Granted: Defendant is indigent, approved for CS, \$ \_\_\_\_\_ monthly payment \_\_\_\_\_ Denied:  Not indigent  Form incomplete