



JAMAICA BEACH MUNICIPAL COURT

5264 Jamaica Beach
Jamaica Beach, Texas 77554
Phone (409) 737-1142 Fax (409) 737-5211
court@ci.jamaicabeach.tx.us
www.ci.jamaicabeach.tx.us/courts.htm



You should contact the court before submitting this form. Failure to do so could impact your rights.

REQUEST FOR TIME TO PAY

NAME CITATION #
ADDRESS PHONE
ADDRESS WORK PHONE
EMPLOYER EMAIL

PLEASE READ/FOLLOW STEPS 1-5 TO SUBMIT YOUR REQUEST.

- 1) You must enter a plea. Check one below.
I enter a plea of [check one] [] guilty or [] nolo contendere and request an extension of time to pay.
2) You must call the court for the total amount due. Please enter the total due here: \$
3) You must select one option below and fill in the appropriate blanks. Please note that a one-time \$25 payment plan fee will be added to each violation when granted an extension which exceeds 30 days.
[] I will pay all fines/fees in full within one month from the due date on the front of my ticket. The due date on the front of my ticket is
[] I will pay \$ on the 1st and 15th of each month, starting on
(Semi-monthly payments must be at least \$20 each.)
[] I will pay \$ on the day of each month, starting on
(Monthly payments must be at least \$35 each.)
4) I understand that upon receipt of a Request for Time to Pay that exceeds 30 days, the court will send an installment agreement to the mailing address I gave above. I understand that the court will set the final terms of my installment agreement. I am aware that I MUST sign the installment agreement and return it to the court immediately. I understand that I am responsible for making sure I receive the installment agreement, and then signing and returning it to the court.
5) I understand that failure to pay all amounts due could result in a warrant being issued, additional fees being added, the denial of the renewal of my driver's license by DPS, and the referral of any unpaid balance to a collection agency.

Signature Date

DO NOT submit this form unless it is completely filled out. Incomplete forms will not be processed.

Office use only:

Request for Time to Pay received: Installment Agreement mailed: