



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.
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.
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: