

Davidson County Parking “Not Guilty” Court Date Request

Justice A. A. Birch Building
 408 2nd Ave. North
 P.O. Box 196302
 Nashville, TN 37219-6302

Traffic Bureau Phone Number: (615) 862-5222
 Website: <http://tvb.nashville.gov>
 Office Hours: M – F, 8:00 am to 4:25 pm

Option B – Plead Not Guilty - To request a court date and plead not guilty, complete the statistical information, check the Option B box, and complete the *Plead Not Guilty Form*.

Statistical Information

Ticket Number		
Last Name		First Name
Street Number		Street Name
City		State
Date of Birth		Driver’s License Number
Daytime Phone (Include Area Code)		Evening Phone (Include Area Code)

PLEAD NOT GUILTY FORM

CHECK HERE FOR OPTION B – PLEAD NOT GUILTY

You will be notified by mail of your assigned Court date. **You are responsible for following the progress of your case and contacting the Clerk’s office if you have not received notification of your court date within 7 business days of this request.** If you appear in Court and are found guilty, or if you fail to appear, the amount you owe will increase due to mandatory litigation tax and court costs that must be assessed, in addition to the fine.

T.C.A. 7-3-502 NOTICE: FAILURE TO APPEAR IN COURT ON THE DATE ASSIGNED CAN RESULT IN: THE COURT ORDERING YOU TO PAY A CIVIL FINE/PENALTY, COURT COSTS AND LITIGATION TAXES TO THE METROPOLITAN GOVERNMENT; THE ISSUANCE OF AN EXECUTION AND GARNISHMENT TO COLLECT THE FINE/PENALTY, COSTS AND TAXES; AND THE ISSUANCE OF A BENCH WARRANT FOR YOUR ARREST FOR CONTEMPT OF COURT, WITH A PENALTY OF UP TO FIVE (5) DAYS IN JAIL AND/OR A FINE OF UP TO TEN DOLLARS (\$10.00).

I am pleading not guilty and requesting a Court hearing date.

 **For ADA Accommodations, call (615) 862-5199.**

Your Signature

Date

Sign language is available upon request.