



**WELD COUNTY COMBINED COURTS**  
**Nineteenth Judicial District**  
**Ticket FAQs - Frequently Asked Questions**

**Q. Can I pay my ticket without going to court?**

A. Some tickets are payable and do not require a court appearance. It is important you read the back of your ticket for payment information and follow the instructions to help ensure your ticket is paid in a timely manner. If you do not pay the ticket in a timely manner, a court appearance will be required.

**Q. Why do I have to go to court if I already paid my ticket?**

A. Please provide proof of payment to the Clerk's Office prior to your court appearance.

**Q. Is there a way to reschedule my court appearance?**

A. Only a judge can approve to reschedule your court date. You may submit a request in writing prior to your court appearance by filing a Motion (JDF 76) or letter to the court. We cannot accept or process requests over the telephone or via fax. You may file your request in person at the Clerk's Office, 915 10<sup>th</sup> Street, Greeley or you may mail the request to Weld County Combined Courts, P.O. Box 2038, Greeley, Colorado 80632. Please be sure to include your case and/or ticket number as well as provide a current mailing address and phone number.

**Q. I'm going to be late to court. Will I have a warrant for my arrest?**

A. It is important for you to appear for all court appearances on time. Whether a warrant is issued for your arrest will be up to the judge.

**Q. I have multiple court dates. Can all my court dates be moved to the same day?**

A. Please have all your case numbers and pending court dates readily available when you come to court. You can request all your cases be set on the same day and, depending on the case type, the Court will try to accommodate your request within reason.

**Q. Can I enter a plea by mail or via telephone?**

A. The court will not accept a plea via telephone. Depending on your specific charge(s), you may be eligible to enter a plea via mail. If you are eligible to enter a plea by mail, you will need to file a written request prior to your court appearance by filing out a Motion ([JDF 76](#)) or letter to the court. You may file your request in person at the Clerk's Office, 915 10<sup>th</sup> Street, Greeley or you may mail the request to Weld County Combined Courts, P.O. Box 2038, Greeley, Colorado 80632. Please be sure to include your case and/or ticket number as well as provide a mailing address.

**Q. Can I bring my proof of insurance and avoid having to go to court?**

A. If the *only* charge on your citation is for Failure to Provide Proof of Insurance (42-4-1409(3)), you may provide proof at the Clerk's Office. Proof of insurance must valid on the date of the offense and must include/match the VIN number for the vehicle listed on the summons. If proper proof is provided, your court date can be vacated and you will not be required to appear.



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**Q. Why is my case not filed in municipal court?**

A. Certain charges and violations pertaining to state statutes are written into the Weld County Combined Court. Violations of city ordinances are written into Municipal Court.

**Q. How much is my fine going to be?**

A. Some tickets may indicate a fine and surcharge but do not include court costs and fees.

**Q. Once I have appeared in court, how long do I have to pay the fines and costs?**

A. Per statute fines and costs are due the day of assessment. If you are unable pay on the day of court, you may file an application for a payment plan with our collections department immediately following your court appearance. Failure to pay same day and/or set and maintain up a payment plan may result in additional penalties being added to your balance, including \$25 time payment fee(s), \$10 late payment fee(s) and \$30 OJW fee(s) which could result in a hold on your driving privileges with the DMV.

**Q. Do you think I need an attorney for my case?**

A. Court staff cannot provide legal advice. If you would like to hire an attorney or apply for a Public Defender, you may do so at any time. For traffic infractions matters you will be provided a standard plea agreement by a court clerk, which you may either accept or decline and set the matter for a Final Hearing. For other traffic and misdemeanor matters, you will have the opportunity to meet with the District Attorney on the date of your court appearance.

**Q. How do I get a public defender?**

A. Please note, the Public Defender's Office does not handle traffic infraction cases. If you have a traffic or misdemeanor summons, you may request an application for a Public Defender at your initial court appearance. If you qualify, one will be assigned to your case. The Public Defender's Office has specific guidelines regarding qualification. Please visit the Colorado Public Defender's website for additional information : <http://pdweb.coloradodefenders.us/>.

**Q. This is my first time going to court. What should I expect?**

A. Please plan on appearing at least 10-15 minutes early as you will need to go through security, which can take time. For traffic infraction matters, you will meet with a clerk who will provide you with an advisement and standard plea agreement to review. For all other traffic and misdemeanor matters, you will view a video advisement of your rights and then speak with the District Attorney who may make an initial plea offer. After you have met with the DA, you will appear in front of the judge, where you enter a plea, or request time to hire an attorney. You will be given paperwork with either your sentence information (including fines, costs and fees assessed) or you will receive a reminder of your next court date.

**Q. How long will court be?**

A. The length of time you are here will depends on the number of cases set on that specific date and time. Please anticipate being here for at least 2 hours.



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**Q. What should I do if I have an arrest warrant?**

A. Please contact the court. Some warrants may be recalled here at the Clerk's Office. In other cases, you may be required to post a bond.

**Q. How can I get an interpreter?**

A. The court will provide an interpreter for you on the date of your appearance. At the time you check-in, please notify the bailiff that an interpreter is needed. Only certified court interpreters will be allowed to interpret for parties.

**Q. Can I talk to a District Attorney before my scheduled hearing?**

A. The District Attorney will not address traffic infraction matters. For other traffic and misdemeanor matters, the District Attorney's Office is extremely busy and will most likely have you wait until your scheduled court date to meet with you.