



City of Lancaster
MUNICIPAL COURT



220 W. Main Street * Lancaster, TX 75146 * 972.218.1334 *
www.lancaster-tx.com

MISSED COURT DATE
REQUEST FOR NEW COURT DATE

CAUSE NO: _____ **ORIGINAL COURT DATE:** _____

Comes now the Defendant in writing and before the clerk; after having been informed by the Court of the procedure of requesting a new court date, defendant having missed the initially schedule court date, is requesting the Court provide another date on the above noted cases.

Reason for missed court date: _____

Name: _____ Email _____

Address: _____ Apt # _____ City, State & Zip: _____

Cell Phone: _____ Date of Birth: _____ DL# _____

Acknowledgement – Please Read

I understand and acknowledge that if I fail to attend the court appearance, a warrant will be issued and additional charges of Failure to Appear will be added to my cases. I also understand that I will be subject to arrest at my home, place of business or another location that I may be found.

The court date notification will be sent by regular mail to the above listed address. The notice will presumed to be delivered unless returned by the post office.

Defendant Signature

Date

This form may be emailed, faxed (972)218-8554 or mailed to the court.