

Town of Westlake Municipal Court
Westlake Marshals Office
Non-Conditional Plea Request
(Request for Credit for Time Served)

Instruction to Jailer/Releasing Official: Please have defendant read, sign and date. Defendant must initial a plea for EACH offense listed. Upon completion of form by defendant, please sign and date on Witness line. Fax completed form to: Westlake Marshals Office: (817) 430-0967. Contact the Marshal at (817) 490-5716 with questions.

Upon receipt of completed form, we will teletype your agency authorizing release of Westlake holds and physical release of defendant. Please include Booking Sheet with your return fax.

Defendant: _____ Race: _____ Sex: _____ DOB _____

I, the undersigned, do hereby enter my plea and appearance on the Complaint(s) Offense(s) charged below.
(Initial in space indicating your plea)

Case No. _____	Offense _____	Bond Amt. _____	G	N
Case No. _____	Offense _____	Bond Amt. _____	G	N
Case No. _____	Offense _____	Bond Amt. _____	G	N
Case No. _____	Offense _____	Bond Amt. _____	G	N
Case No. _____	Offense _____	Bond Amt. _____	G	N
Case No. _____	Offense _____	Bond Amt. _____	G	N
Case No. _____	Offense _____	Bond Amt. _____	G	N

I have been informed of my right to a trial by jury. I waive that right and the right of personal physical appearance before the Judge of the Municipal Court of the Town of Westlake, Tarrant/Denton County, Texas. Please accept my plea of Guilty or Nolo Contendere as indicated by my initials above. In lieu of payment of a money fine, please give favorable consideration for the time served subsequent to my arrest for the above listed offenses. I understand that if granted, my request will result in the entry of Convictions for these charges on my record. I further understand that conviction for these offenses may result in further action (fines, surcharges, etc...) taken against me by the State of Texas.

I certify that I have been/was incarcerated in the _____ jail facility since/from _____ until _____ . I have accumulated a total of _____ days of incarceration.

I understand that I am required to contact the Westlake Marshals Office at (817) 490-5716 within fourteen (14) days of my release. (Ref. Texas Transportation Code: Chapter 702 & 705) I further understand that my failure to comply with this requirement will result in the forfeiture of any bonds posted in association with these charges, and the immediate re-issuance of Capias Pro Fine warrant(s) for these charges,

 Defendant's Signature

 Date

 Witness/Court Clerk

 Date

 Conditional Release Approved
 (Marshals Signature)

 Date

 Judge- Westlake Municipal Court

 Date