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**APPLICATION FOR INDIGENCY HEARING**  
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The Court must receive a plea of guilty or 'no contest' along with your request to consider alternate payment methods within 10 days of the citation date or other pre-arranged appearance date with the Court. A Court Hearing date will be set once the request is received by mail of your inability to pay the fine and court costs. Even though a notice will be mailed to you, please contact the Court after you have mailed your "Admonishment" and plea to the Court to verify the date and time of the hearing.

You may be qualified for alternative methods to pay your citation if you meet the following:

- 125% below Federal Poverty Guideline
- Have been determined indigent by the federal government and eligible to receive assistance under a federal program

**Application must be completed in its entirety or it will not be accepted by the Court.**

Check stubs, receipts and/or any documentation that can be used to verify the information must be attached to the application as well. The first and last page of the application must be signed in front of a notary. Return the first page (the admonishment) immediately with your plea. Bring the other pages with you as well as *any documentation* you may have to present at the hearing. Proof must be presented with application so that information can be verified.

ADMONISHMENT AS TO FINANCIAL CHANGES

CAUSE NUMBER(S): \_\_\_\_\_

STATE OF TEXAS	§	IN THE MUNICIPAL COURT
VS.	§	CITY OF ANDREWS
_____	§	ANDREWS COUNTY, TEXAS

**ALL DEFENDANTS** unable to pay the **ENTIRE FINE AND COURT COSTS WHEN SENTENCED** are **REQUIRED** to **CAREFULLY READ** and **ACKNOWLEDGE** the following:

**TODOS** los **DEFENDIENTES** sin capacidad de pagar **LA MULTA COMPLETA Y LOS COSTOS** de **CORTE** despues de la sentencia, **NECESITARAN LEER** completamente y **RECONOCER** lo siguiente:

**I, the undersigned, acknowledge that until my fines and courts costs are paid in full, I agree to notify the Court of any changes in my personal financial situation that will likely interfere with my ability to pay the fine and court costs in the manner ordered by the Judge.**

Yo, el infrascrito, reconozco que hasta que mis multas y el costo de corte son completamente pagados yo estoy de acuerdo en notificar a este juzgado de cualquier cambio en mi situacion financiera o personal que interfiera con mi capacidad de pagar la multa y costos de corte en la manera ordenada por el Juez.

**It is my responsibility to keep the Court informed of my ability to pay the fine and court costs. It is my responsibility to keep the Court informed in the event of financial hardship.**

Es mi responsabilidad de informar a este juzgado de mi capacidad de pagar la multa y los costos de la corte. Es mi responsabilidad de informar a este juzgado en caso de dificultades economicas.

**Depending on the situation, I understand that the Judge may be able to offer me other ways to pay or earn credit towards my fine and court costs. For the Judge to consider such circumstances, and to avoid the possibility of being arrested, I am required to provide timely and sufficient proof to the Court.**

Dependiendo en la situacion, yo comprendo que el juez podra ofrecerme otras maneras de recibir or ganar credito hacia la multa y los costos de corte. Para que el juez considere la circunstancia, y para evitar la posibilidad de ser detenido, yo necesito proveer suficientes y oportunas pruebas a este juzgado.

\_\_\_\_\_  
Defendant's Signature/Signatura de Defendiente

\_\_\_\_\_  
Signature by Witness  
(Court Clerk, Court Administrator, or Other Court Staff)

This the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

CAUSE NUMBER(S): \_\_\_\_\_

STATE OF TEXAS

VS.

IN THE MUNICIPAL COURT

CITY OF ANDREWS

ANDREWS COUNTY, TEXAS

INITIAL ALL THAT APPLY.

\_\_\_ The Court has advised me that I am responsible for satisfying the judgment and sentence:

in the amount of \$\_\_\_\_\_ in Cause Number \_\_\_\_\_;

in the amount of \$\_\_\_\_\_ in Cause Number \_\_\_\_\_;

in the amount of \$\_\_\_\_\_ in Cause Number \_\_\_\_\_; and

in the amount of \$\_\_\_\_\_ in Cause Number \_\_\_\_\_.

\_\_\_ I assert that I am unable to pay the fine and costs immediately and that the following information is documentation that I have insufficient resources or income to pay today.

\_\_\_ I request that the Court extend the payment to a later date.

\_\_\_ I request that the Court grant a time payment plan.

\_\_\_ I request that I be able to discharge the fine and costs by performing community service, because I have no resources to pay and I am unable to pay the fine and costs.

\_\_\_ I have been determined to be indigent by the federal government and I am receiving or I am eligible to receive assistance under a federal program. Name of program: \_\_\_\_\_.

APPLICATION FOR TIME PAYMENT, EXTENSION, OR COMMUNITY SERVICE

Name: \_\_\_\_\_ Telephone Number: \_\_\_\_\_

Address: \_\_\_\_\_

Employer: \_\_\_\_\_ Job Title: \_\_\_\_\_

Employer's Address: \_\_\_\_\_

Salary: \$\_\_\_\_\_ per \_\_\_\_\_ Employer's Telephone Number: \_\_\_\_\_

Marital Status (Check One): Married  Single  Divorced  Widowed

Spouse's Name: \_\_\_\_\_ Spouse's Salary: \$\_\_\_\_\_ per \_\_\_\_\_

Spouse's Employer: \_\_\_\_\_ Spouse's Job Title: \_\_\_\_\_

List the source and amount of any other income you receive: \$ \_\_\_\_\_

List all your dependents, their ages, and their relationship to you: \_\_\_\_\_

Your residence is (Check One): Rented  Owned  Rent-Free

LIST ALL BANK ACCOUNTS IN YOUR NAME OR FROM WHICH YOU MAY WITHDRAW FUNDS:

Name of Institution                      Address of Institution                      Type of Account                      Account Balance

**ESTIMATE YOUR AVERAGE CURRENT MONTHLY EXPENSES FOR YOU AND YOUR FAMILY:**

- a. Home mortgage payment, rent, or lot rental for trailer: \$ \_\_\_\_\_
- b. Routine home maintenance: \$ \_\_\_\_\_
- c. Utilities (electricity, water, gas, telephone): \$ \_\_\_\_\_
- d. Food and sundries: \$ \_\_\_\_\_
- e. Clothing: \$ \_\_\_\_\_
- f. Laundry and cleaning: \$ \_\_\_\_\_
- g. Newspapers, periodicals, & books, including school books: \$ \_\_\_\_\_
- h. Medical, dental, and drug expenses: \$ \_\_\_\_\_
- i. Insurance (auto, life, medical, homeowners/renters): \$ \_\_\_\_\_
- j. Transportation, including auto payments: \$ \_\_\_\_\_
- k. Taxes not deducted from wages or included in mortgage: \$ \_\_\_\_\_
- l. Alimony or support payments: \$ \_\_\_\_\_
- m. Religious/charitable contributions: \$ \_\_\_\_\_
- n. Other expenses (use reverse side if necessary): \$ \_\_\_\_\_
- \_\_\_\_\_ \$ \_\_\_\_\_
- \_\_\_\_\_ \$ \_\_\_\_\_
- \_\_\_\_\_ \$ \_\_\_\_\_
- \_\_\_\_\_ \$ \_\_\_\_\_

**LIST ALL REAL ESTATE OWNED BY YOU OR YOUR SPOUSE:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**LIST & GIVE THE VALUE FOR ALL PERSONAL PROPERTY OWNED BY YOU OR YOUR SPOUSE:**

- a. Deposits in financial institutions and cash on hand: \$ \_\_\_\_\_
- b. Household goods and supplies (use reverse side if necessary):
 

_____	\$ _____	_____	\$ _____	_____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____
- c. Household furniture and furnishings (use reverse side if necessary):
 

_____	\$ _____	_____	\$ _____	_____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____
- d. Jewelry (use reverse side if necessary):
 

_____	\$ _____	_____	\$ _____	_____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____

**APPLICATION FOR TIME PAYMENT, EXTENSION, OR COMMUNITY SERVICE (Page 3 of 4)**

e. Sports equipment and musical instruments (use reverse side if necessary):

_____	\$ _____	_____	\$ _____	_____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____

f. Television, home theater, media, and stereo equipment (use reverse side if necessary):

_____	\$ _____	_____	\$ _____	_____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____

g. Household appliances (use reverse side if necessary):

_____	\$ _____	_____	\$ _____	_____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____

h. Automobiles, trucks, trailers, boats, and accessories (use reverse side if necessary):

_____	\$ _____	_____	\$ _____	_____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____

i. Machinery and tools, lawn and garden equipment (use reverse side if necessary):

_____	\$ _____	_____	\$ _____	_____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____

j. Office equipment, supplies, furniture, and inventory (use reverse side if necessary):

_____	\$ _____	_____	\$ _____	_____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____

k. Farming equipment, supplies, livestock, and other animals (use reverse side if necessary):

_____	\$ _____	_____	\$ _____	_____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____

l. Any other property not listed above (use reverse side if necessary):

_____	\$ _____	_____	\$ _____	_____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____

**LIST ALL OF YOUR CREDITORS (including credit cards) AND THE AMOUNT YOU OWE EACH (Use reverse side if necessary):**

_____ \$ _____	_____ \$ _____
_____ \$ _____	_____ \$ _____
_____ \$ _____	_____ \$ _____
_____ \$ _____	_____ \$ _____
_____ \$ _____	_____ \$ _____
_____ \$ _____	_____ \$ _____

YOUR INITIAL BY EACH OF THE FOLLOWING STATEMENTS INDICATES THAT YOU HAVE READ THE STATEMENT, UNDERSTAND IT, AND AGREE TO IT.

\_\_\_\_ I **promise** that until my fines have been paid in full, I will notify this Court in person or by first-class mail of any changes of my address or telephone number at the following address (*court address*) \_\_\_\_\_ within five (5) days of the change.

\_\_\_\_ I **understand that until my fines and court costs are paid in full I have a continuing obligation to notify the Court of any changes in my financial status that may hinder my ability to satisfy the judgment or help me satisfy the judgment.**

\_\_\_\_ I **understand** that if I pay any part of the fine, costs, or restitution (if applicable) on or after the 31<sup>st</sup> day after judgment was entered that I am responsible for paying a \$25 time payment fee (Section 133.103, Local Government Code).

\_\_\_\_ I **understand that submitting false financial information to the Court constitutes the crime of tampering with a governmental record, punishable by incarceration and/or the imposition of a fine (Section 37.10, Penal Code). I swear that all the information in this application is true, correct, and complete to the best of my knowledge and belief.**

Date: \_\_\_\_\_ Defendant's Signature: \_\_\_\_\_

**Sworn and subscribed** before me this day \_\_\_\_\_ of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
(Judge) (Clerk) (Deputy Clerk)

(Municipal court seal)

City of Andrews