

**Gates Town Court**  
**1605 Buffalo Road**  
**Rochester, NY 14624**

**Phone: (585) 426-0410**  
**Fax: (585) 247-5328**  
**Email: GatesTownCourt@nycourts.gov**



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UNIFORM TRAFFIC TICKET PLEA FORM  
(NOT TO BE USED FOR MISDEMEANORS OR FELONIES)

NAME: \_\_\_\_\_

DOB: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_

CHARGE(S): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

*Court Use Only*

Docket: \_\_\_\_\_

Received: \_\_\_\_\_

**PLEASE READ THE STATEMENT BELOW BEFORE CONTINUING WITH YOUR PLEA.**

A PLEA OF GUILTY TO THIS CHARGE IS EQUIVALENT TO A CONVICTION AFTER TRIAL. IF YOU ARE CONVICTED, NOT ONLY WILL YOU BE LIABLE TO A PENALTY, BUT IN ADDITION, YOUR LICENSE TO DRIVE A MOTOR VEHICLE OR MOTORCYCLE, AND YOUR CERTIFICATE OF REGISTRATION, IF ANY, ARE SUBJECT TO SUSPENSION AND REVOCATION AS PRESCRIBED BY LAW.

PLEASE COMPLETE **ONE** SECTION BELOW

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**SECTION A: PLEA OF GUILTY**

I, \_\_\_\_\_, have been charged with the violation(s) above. I also acknowledge receipt of the warning above and I waive arraignment in open court and the aid of an Attorney. I therefore plead GUILTY to the offense(s) as charged.

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

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**SECTION B: PLEA OF NOT GUILTY**

The following notice applies to you if the officer did not issue you a supporting deposition with your ticket – notice: you are entitled to receive a supporting deposition further explaining the charge(s) provided you request such supporting depositions within thirty (30) days from the original date indicated on the UTT provided by the officer.

DO YOU REQUEST A SUPPORTING DEPOSITION? YES NO

I, \_\_\_\_\_, hereby am pleading not guilty to the charge(s) listed above.

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

**THIS FORM IS FOR INFORMATIONAL PURPOSES ONLY**  
**STATE OF NEW YORK UNIFIED COURT SYSTEM**

TOWN OF GATES  
1605 Buffalo Road, Rochester, NY 14624

To: Individuals charged with traffic infractions pending in the Gates Town Court

This court has received an accusatory instrument alleging that you have committed an offense. You are presumed innocent until proven guilty and you have the right to retain an attorney to represent you now, or at any stage in these proceedings.

You have various procedural options in the course of bringing this matter to a just disposition. You may choose to proceed in any of the following manners, or any other legally authorized manner. You may want to consult an attorney for guidance or representation before determining which course of action you will pursue. The court may not provide you with a recommendation as to how you should proceed, or as to which of these or any other options you should choose.

YOU MAY:

**Plea Guilty as Charged**

By pleading 'Guilty,' you waive your right to a trial at which the Town of Gates Prosecutor, must prove beyond a reasonable doubt that you committed the offense alleged in the accusatory instrument. A plea of guilty will subject you to sentencing, by the judge presiding, to any legally authorized sentence. You may withdraw, with the Court's permission, your plea(s) of guilty at any time prior to sentencing and exercise your right to a trial.

**Plea Not Guilty**

By pleading 'Not Guilty' you will be given a new court date to appear for a pre-trial conference with the Town of Gates Prosecutor. The date and time of which will be mailed to the address listed on the plea form. At that time, your case will be screened for a possible reduced or lesser charge, and/or you may exercise your right to request a trial where the Town Prosecutor, must prove beyond a reasonable doubt that you have committed the offense alleged in the accusatory instrument. At the trial you will have the right to hear, see, and challenge the evidence submitted to prove your guilt, including confronting (by cross-examination) the Police Officer, Peace Officer, or other witness or witnesses who testify against you. You have the right to have witnesses testify on your behalf and you may, but you are not required to, testify on your own behalf. After hearing all of the evidence submitted at the trial, the Court will determine whether or not the People have proven guilt beyond a reasonable doubt, and will render an appropriate verdict.

If you choose to use the attached form to enter either a plea of guilty or not-guilty, please return the completed form to the Gates Town Court by mail, e-mail, fax or in-person at the office window. If the Court denies your plea, you may be instructed to appear in person and notified of your court date by mail. Submitting an incomplete form will result in your plea being denied, and failure to resubmit a completed form, and/or appear in Court on the given date, may result in your license being suspended for failure to answer.