

**PLEASE READ ENTIRE FORM**  
**BROWNSBURG TOWN COURT**  
 31 N. Green Street  
 Brownsburg, Indiana 46112  
 TEL (317) 852-1192 FAX (317) 852-1116  
[mycase.in.gov](http://mycase.in.gov)

**PAYMENT HOURS:**  
 Mon, Tues, Thurs, Fri: 9:00 AM – 4:00 PM

**PHONE HOURS:**  
 Mon, Tues, Thurs, Fri: 9:00 AM – 4:00 PM  
 Wed: 9:00 AM – 11:30 AM

1. **You have 60 days from the date your citation was issued to pay, request a trial, or apply for a deferral.**

2. **If you wish to admit to the charge:**
- Complete this form and mail it and payment to the above address within 60 days.
  - Payments made in person must be in the form of a money order or **EXACT** cash only. If paying by Credit/Debit card you must pay online at [mycase.in.gov](http://mycase.in.gov).
  - Payments are not taken via phone.
  - NO PERSONAL CHECKS!!!**

3. **If you wish to deny the charge:**
- Complete this form (remember to circle "C – I DENY") and mail it to the above address before your due date. You must include a self-addressed stamped envelope to receive your notice via mail. You can email this form to [brownsburgcourts@brownsburg.org](mailto:brownsburgcourts@brownsburg.org). Your court information can also be found online at [mycase.in.gov](http://mycase.in.gov).
  - Your case will be set for Trial on a Wednesday at 1:00 p.m.
  - It is YOUR responsibility to notify the Court of any change in your address. Failure to appear may result in the maximum judgment being entered against you. Maximum judgments can be up to \$10,000 depending on the classification of your offense.

4. If you fail to pay by the due date, your driver's license may be suspended until full payment is received. You can also be sent to collections. **THERE WILL BE A \$25 LATE FEE ADDED TO LATE TICKETS!!**

5. **If you wish to apply for a deferral to keep the ticket off of your driving record:**  
 For State statute violations,  
[hcpottraffic@co.hendricks.in.us](mailto:hcpottraffic@co.hendricks.in.us)  
 For local Town ordinance violations, call the Town Prosecutor at (317) 237-3833.  
Do not contact the Court to inquire about a deferral.

By law, Court staff cannot answer legal questions. If you need legal advice, you must consult an attorney.

<b>FINES &amp; COSTS-EFFECTIVE SEPTEMBER 2025</b>	
<b><u>MOVING VIOLATIONS</u></b>	
SPEEDING	\$160
**SPEEDING IN SCHOOL ZONE –	ADDITIONAL \$25
**SPEEDING IN CONSTRUCTION ZONE –	CONTACT COURT
FAILURE TO YIELD TO EMERGENCY VEHICLE	\$160
SCHOOL BUS STOP ARM VIOLATION	\$160
SEATBELT VIOLATION	\$25
USE OF TELECOMMUNICATION DEVICE	\$160
ALL OTHER OFFENSES	\$160
<b><u>COMMERCIAL VEHICLE VIOLATIONS</u></b>	
OVERWEIGHT	\$160
ILLEGAL PARKING IN CMV	\$160
ALL OTHER VIOLATIONS	\$160

I understand that if a judgment is entered against me, it will become part of my driving record. I hereby enter my appearance on the charge contained on the Uniform Traffic Ticket. I waive my initial hearing and answer to the charge as follows:  
**Please circle your choice below:**

- I admit** to the charge and enclose the required payment for fines and costs. No Personal Checks!
- I plead** no contest. I understand that this will still become part of my driving record and enclose the required payment for fines and costs. No Personal Checks!
- I deny** the truth of the charge and request the case be set for Trial. Please note that if you choose to deny the charge and proceed to Trial that the Judge is not bound by the fines and costs set out above and may consider other circumstances, including prior record of convictions/deferrals. Include a self-addressed stamped envelope.

**If your ticket is late, please remember to include the \$25 late fee.**

\_\_\_\_\_  
 Today's date

\_\_\_\_\_  
 Ticket/UTT number

\_\_\_\_\_  
 Printed Name (as it appears on the citation)

\_\_\_\_\_  
 Signature

\_\_\_\_\_  
 Street Address

\_\_\_\_\_  
 City, State, & Zip Code

Tickets **ARE NOT** immediately available for payment. It takes on average 5-7 business days for the Court to receive the ticket from the Indiana Electronic Citation System. You must look online at [MYCASE.IN.GOV](http://MYCASE.IN.GOV) to verify that the Court has your ticket on file before coming to pay.