

Criminal Arraignment Procedures

You are at an Arraignment session for criminal violations. Please turn off all cell phones, pagers and electronic devices. Gentlemen please remove your hats. Parking tickets issued while handling court matters are no longer dismissed pursuant to Ordinance 11.5.105.

There are several situations that you need to be aware of before you speak to the judge today.

There are three ways to resolve your case today. You may plead guilty to the offense as charged; you may plead not guilty and request a pretrial conference with the prosecutor; or you may plead not guilty and request that your case be set for trial.

If you plead guilty today, you may be sentenced today, or you may be ordered to speak to an investigator in our probation department, who will prepare a report for the judge to read at a later date and time. This report will contain an explanation of the circumstances surrounding the charges on your ticket and will discuss any previous convictions you may have. After reading this report and giving you a chance to say whatever you want in your own defense, the judge will enter an appropriate sentence at your next court date. **If you have been offered a deferred sentence, and want to accept the offer, you must plead guilty to the charge. Please be sure to read all the documents before accepting the deferred sentence.**

If you have been offered a deferred sentence and do not want to accept offer or do not understand the offer, plead not guilty and set your case for a pretrial conference.

If you plead not guilty today, you can ask to speak to a Prosecutor in the City Attorney's Office. The Prosecutor represents the City of Colorado Springs. The Prosecutor is NOT your attorney. You may tell the Prosecutor as little or as much as you wish about your circumstances. This conversation with the Prosecutor is called a "pretrial conference". The date and time for this conference will be scheduled several weeks from today. At this pretrial conference, the Prosecutor will listen to what you have to say about what happened when you received your ticket. The Prosecutor has the authority to offer you a plea bargain to attempt to resolve your ticket without going to trial.

If you plead not guilty, you may set your case for trial. If you are under the age of 18 years and charged with a criminal offense, you are only entitled to a trial to the judge. If you are over the age of 18 years, you have the opportunity, in many cases, to a trial by a jury, if you wish.

If you are under the age of 21 years, a guilty plea or conviction to certain charges may result in the suspension or revocation of your driving privileges, even if a vehicle was not involved in your situation. If you plead guilty and are sentenced on these certain charges today, you

will be ordered to surrender your driver's license immediately to the court. You will be notified if you are charged with a violation that may revoke your driving privilege.

If you are over the age of 21 years a guilty plea or conviction to certain charges may result in the suspension or revocation of your driving privileges, even if a vehicle was not involved in your situation. You will be notified if you are charged with a violation that may revoke your driving privilege.

If you plead guilty and are convicted of any criminal charge today, the conviction will be entered as your criminal history record. Please inquire if you have any question about your criminal history record.

After you speak to the judge today, you will be ordered by the judge to report either to the Violations Bureau or the Probation Department. The Violations Bureau is located on the first floor in Room 108. You will report to Room 108 to pay your fines and costs or to schedule any future court dates. You may be ordered to report to the Probation Department to sign up for classes or to make payment arrangements. The Probation Department is located on the second floor, in Room 230. There may be an additional fee imposed if you need to make payment arrangements.

If you have missed a previous court appearance causing a warrant to be issued for your arrest, additional costs will be assessed against you, even if you have already paid money to be bonded out of jail.

You must report to the appropriate area immediately upon leaving the courtroom. If you do not, a bench warrant will be issued for your arrest, and additional costs may be assessed against you. Please make sure you understand where it is you need to go before you leave the courtroom today.

If you have any questions, our staff will be available to assist you. Comment cards are available throughout the courthouse if you wish to let us know your impressions of our procedures and about your experience today in the Robert M. Isaac Municipal Court building. Thank you for your attention and patience today.