

CARLA L. SIKES

Municipal Judge
(719) 562-3810

LISA COUGHLIN

Court Administrator
(719) 562-3850



**Municipal Court
200 South Main Street
Pueblo, CO 81003
Phone: (719) 562-3810
Fax: (719) 562-3811**

**Business Hours Monday thru
Friday 8:00am to 4:30pm
Excluding legal holidays**



DISCLAIMER

This non-comprehensive general information pamphlet regarding the City of Pueblo Municipal Court is not intended to provide legal advice of any kind.

While the majority of individuals charged with municipal ordinance violations represent themselves in Court, if you are charged with violating a municipal ordinance, you are encouraged to seek the legal advice of an attorney.



**Making
Customer Service
Our #1 Priority**

<http://www.pueblo.us/court>

City Council is prohibited by Charter from imposing fines in excess of \$1,000 and/or imprisonment in excess of one (1) year for violation of City ordinances. The Charter, however, specifically provides that City Council is not otherwise limited in its punitive measures and that such punitive measures shall be enforced.

Restitution serves multiple purposes, including making criminal victims whole, taking the profit out of crime, deterrence, and rehabilitation. Given its deterrent and rehabilitative purposes, restitution is generally considered punitive in nature. Although punitive and monetary in nature, restitution is distinct and different from a fine.

DEFINITION: Restitution is defined as “The actual pecuniary damages suffered by an immediate and direct victim of a crime attributable to the Defendant’s actions.”

Generally, victims are not entitled to receive restitution for collateral damages (such as lost

wages, pain and suffering, emotional distress, etc.). All requests for restitution **must be accompanied by supporting documentation**, such as copies of medical bills, vehicle repair receipts, etc. All claims for reimbursement must be actual out of pocket expenses and not otherwise reimbursable (i.e. covered by insurance, etc.).

WHO CAN APPLY FOR RESTITUTION? Generally, any victim in a case filed at Pueblo Municipal Court may apply for restitution.

TIME REQUIREMENTS: All requests for restitution must be made in writing within 30 days of the final disposition on the case, unless good cause shown.

COST AND FEE REQUIREMENTS: There is no fee to apply for restitution.

HOW DO I APPLY FOR RESTITUTION? Application for Restitution forms are available at the Pueblo Municipal Court Clerk’s Office, 200 S Main Street, Pueblo, CO 81003.

Victims are required to complete the form and submit it to a Municipal Court Clerk within 30 days of the final disposition on the case.

OBJECTIONS: If the Defendant in the case objects to the amount of restitution requested, a hearing will be set, you will be given notice, and the Defendant will be ordered to appear.

COLLECTION PROCEDURES: If the Defendant is ordered to pay restitution, he or she will be required to pay the victim directly through the Municipal Court.

OTHER ALTERNATIVES

You can seek damages through Small Claims Court, County Court, or District Court. For questions or assistance on how to file a civil claim for damages, visit the Colorado State Judicial Branch website and click on the Self Help tab:

www.courts.state.co.us