

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>

Parking tickets must be paid or scheduled for a trial within ten (10) days of issuance of the ticket or a late fee will be assessed.

PARKING TICKET

PAYMENT INFORMATION

There are several payment options for paying your parking tickets. For all payments include your license plate number.

1. Tickets can be sent by mail. Please enclose a check or Money Order made out to the City of Pueblo and include either a copy of the Parking Ticket or include your License Plate Number and/or Ticket number on your check or Money Order.

No receipts will be sent out unless a stamped, self-addressed envelope is included with your payment.

In addition, it is best to call approximately 2 weeks after payment has been sent to ensure receipt and proper application of payment; otherwise, late fees and/or a warrant may be issued.

2. Tickets can be paid over the

phone. Call Municipal Court at (719) 562-3810. Have your credit card ready along with your license plate number and parking ticket.

3. On-line payments are accepted at www.pueblo.us.
4. Parking tickets may be paid over the counter at the Municipal Court Clerk's Office during normal business hours using your ticket or license plate number for correct payment information.
5. Payments can also be deposited in the Municipal Court drop box located in front of the Pueblo Municipal Justice Center.

MUNICIPAL COURT IS NOT RESPONSIBLE FOR LOST FUNDS OR PAYMENTS

Municipal Court accepts cash, checks, Money Orders, Travelers Checks, Visa, or MasterCard.

To decline responsibility or challenge the ticket by setting the ticket for trial, you must make arrangements by appearing in person at the City of Pueblo Court Clerk's Office during normal business hours – Monday

through Friday 8:00 a.m. to 4:30 p.m. (except legal holidays).

Failure to pay or make arrangements for a parking ticket will result in the following actions taken by the Municipal Court:

- Publication of your name on the City of Pueblo Web Site, and/or publication of your name with the local media.
- Issuance of a Court Order for the attachment of a vehicle immobilization device (The Denver Boot).
- Issuance of an Arrest Warrant.

The City of Pueblo Municipal Court urges you to contact the Municipal Court in order to clear any unpaid parking tickets and avoid the consequences incurred due to unpaid parking tickets.