

## **Expectations and behavior at Municipal Court.**

Penalty assessed tickets with a fine amount on them may be resolved by mail or in person at the Municipal Court Clerk's office at 130 S. Galena while some charges require a mandatory court appearance. [\*Be sure to read your ticket carefully.\*](#)

If you have been issued a summons and complaint from the City of Aspen, here are a few helpful hints that will better your understanding of the process before you enter the courtroom.

Once you enter Aspen City Hall 130 S. Galena St you will see the stairs to the basement which will lead you to the City Council Chambers where Aspen Municipal Court is held. Upon entering the Council Chambers you will be greeted by the Municipal Court clerk. Court clerks by law are not allowed to give legal advice but will answer procedural questions for defendants.

When the Judge arrives you will be asked to rise – the Judge will ask you to be seated and court will be in session. At the opening of the courtroom proceedings the Honorable Brooke Peterson will read you your rights and the charges filed against you. You will then be asked to enter a plea – Guilty, Not Guilty or Nolo Contendre which means you are not contesting the charges. Depending on your plea the case may be disposed that same day or set for a trial at a later date.

If you should need further assistance please feel free to contact me.

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