



**Tiffany Moore Russell**  
Clerk of the Circuit and County Courts  
Orange County • Florida

**NOT GUILTY PLEA**

Case Number: \_\_\_\_\_

Citation Number: \_\_\_\_\_

Defendant's Name: \_\_\_\_\_

I wish to plead not guilty to my traffic citation and request a hearing.

I understand that by requesting this hearing I forfeit the right to pay the civil penalty. The hearing official may impose a penalty of up to \$500.00 plus court costs, except in cases involving unlawful speed in a school zone, construction zone, or speeds in excess of 50 mph over the posted limit in which case a penalty of \$1,000.00 plus court costs may be imposed. In the event, it is a second offense of traveling in excess of 50 mph over the limit a fine of \$2,500.00 plus court costs. In cases involving a motorcycle, both wheels not on the ground or attaching a tag improperly will result in a fine of \$1,000.00 plus court costs for the first offense or \$2,500.00 plus court costs for a second offense. The hearing official may require my attendance at an approved driver improvement school.

To be set in front of a Hearing Official, I certify that this infraction did not include an accident with injuries or occurred at the same time as a criminal traffic charge. If this infraction involved injuries, I understand my case will be heard in front of a judge.

**ALL HEARINGS WILL BE VIRTUAL UNLESS OTHERWISE REQUESTED.**

☐ I elect to attend the hearing in person. I understand that by choosing this option my hearing will be scheduled at one of the branch locations based upon availability. Hearings at the branch locations are held on Monday and Tuesday only between 8:00 a.m. and 11:00 a.m.

☐ I will not be able to attend the hearing in person and will file an Affidavit of Defense

Current Phone Number: \_\_\_\_\_

Driver's License Number: \_\_\_\_\_

My email address: \_\_\_\_\_

Current mailing address \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_