

Richmondville Town Court
104 Municipal Lane
Richmondville, New York 12043
Phone: 518-294-8851
Fax: 518-294-3221

Hon. John A. Leggieri, Town Justice

Paige Bulmer, Court Clerk

What to do if charged with a Simple Vehicle and Traffic Law (VTL) Infraction:

You have several procedural options to bring the matter to a just disposition. You may choose to proceed in any of the following manners. You may want to consult an attorney for guidance or representation before determining which course of action to pursue. The Court may not provide you with a recommendation as to how to proceed, or as to which option you should choose.

The following guidelines apply to Simple Vehicle and Traffic Law (VTL) infractions ONLY and do NOT apply to felony, misdemeanor or any alcohol related offenses.

You may:

Plead Guilty as Charged: By pleading guilty you waive your right to a trial. A plea of guilty will subject you to sentencing by the presiding judge. You may withdraw, with the Court's permission, your plea of guilty at any time prior to sentencing and exercise your right to a trial.

To plead guilty, complete and sign the "plead guilty" portion of the accusatory instrument (Uniform Traffic Ticket) and return it to the Richmondville Town Court via mail. Keep a copy of all documents for your records. By pleading guilty by mail, you will not in most cases be required to appear in Court. The presiding judge will impose a sentence and the Court will inform you via mail of the result, normally a fine and mandatory State imposed surcharge. You are then responsible for paying the fine on time. Pay online via credit card at www.paycourtonline.com or by mail via money order or certified check made payable to "Richmondville Town Court".

Plead Not Guilty: By pleading not guilty you exercise your right to be heard in Court. To plead not guilty, complete and sign the "not guilty" portion of the accusatory instrument (Uniform Traffic Ticket) and return it to the Richmondville Town Court via mail by the return-by date provided on the instrument. Keep a copy of all documents for your records. By pleading not guilty you are required to appear in Court. Upon receiving the plea, the court will issue you an appearance date, which might differ from the date on the accusatory instrument (Uniform Traffic Ticket). Failure to appear on that date may result in suspension of your license – **do not miss your scheduled Court date.**

Alternate Disposition (Plea Deal): If pleading not guilty, you also may choose to contact the Schoharie County District Attorney's (DA) office to explore an alternative disposition. To do this, you must first submit your not guilty plea to the Richmondville Town Court as described above. Make a copy of that paperwork as you will be required to submit a copy to the District Attorney's office. When submitting the not guilty plea to the Court indicate that you plan to contact the DA's office and keep the Court informed of developments. **Do not miss your scheduled court date while working with the DA's office without prior approval from the Court.** Detailed instructions on working with the DA's office can be found here: <https://www4.schohariecounty-ny.gov/PdfFiles/DA/trafficReduction.pdf>.