

VIRTUAL COURT SERVICES GUIDELINES

Austin Municipal Court is now able to provide online court appointments to speak with a judge.

Services we are able to provide through our Virtual Mitigation Docket:

1. Requests for extensions, payment plans, community service or other requests for relief due to hardships.
2. Providing proof of compliance such as insurance coverage, driver's license, registration and completion of court ordered classes.
3. Requests for time served in custody – Defendant must show proof of incarceration and enter a plea on the case.
4. Compliance services to assist with financial forms for financial hardship.
5. If you would like to contest the charge and request a trial by a judge or jury, you will need to set your case for a court date when the court reopens.
6. Access to a prosecutor to discuss options for resolving your case by either a plea to the charge or deferred disposition (if eligible). If you choose to speak to a prosecutor about resolving cases where no plea has been entered, be aware that they represent the State of Texas and are not acting as your attorney. Any information you discuss with or provide to a prosecutor might be used in court should your case go to trial. You may end a conversation with a prosecutor at any time and set unadjudicated cases for trial.

Requirements

You must have an electronic device that is compatible with ZOOM. (iPhone, Android, tablets, laptops, and home computers with video capability should be compatible).

Run a test via the Zoom platform here: <https://zoom.us/test>

See here for more detail regarding system requirements and 'Getting Started' guides for "Desktop" (computer use) or "Mobile" (smartphone use): <https://support.zoom.us/hc/en-us/categories/200101697>

How to contact us / initiate a request:

To request an online court appearance with a judge, please [click here](#).

Attach any documentation that you wish to provide to the judge within the form. If you prefer, you may email any attachments to: CourtRoomInbox@austintexas.gov. Please use Adobe PDF format when possible. Due to security issues, other formats may get rejected. If you have not received confirmation that your documents were received within 24 hours prior to your court session or if you have any questions, please call 512-974-4800.

Expectations

1. Ensure to set aside 30-45 minutes of time for the appointment.
2. Select a room environment that allows you to focus on discussing your case with the judge and minimize interruptions or background noise.
3. Be patient with unexpected technical issues or inactivity during the session as we work through the technical challenges of a virtual docket.
4. Have your documentation at hand to review along with the judge.

Disclaimer: In accordance with the Office of Court Administration, all court settings are open to the public. Our virtual dockets will be broadcast via a public website. Additionally, cases needing a plea will be recorded and maintained as a record by the court.