

Hon. Christopher T. Portis
Chief Judge



Rashida A. Davis
Court Administrator/
Chief Clerk

Municipal Court of Atlanta
150 Garnett Street, SW
Atlanta, GA 30303

REQUEST FOR RESET

Last Name: _____ First Name: _____

Address: _____ City, State, Zip _____

Email address: _____ Telephone number: _____

Date of Birth (MM/DD/YYYY): _____ Driver's License Number: _____

Citation/Case Number: _____ Court Date: _____

Defendant requests that this court reschedule the hearing calendared for the above court date. Defendant is unable to appear for the following reason:

For these reasons, Defendant requests the Court reschedule the hearing.

Signature

Date

Printed Name

NOTE: If approved, the Court will mail a reset notice with your new court date to your address on file. You must appear at your scheduled court date if you do not receive a new reset date.

OFFICIAL MUNICIPAL COURT OF ATLANTA USE

Accepting Clerk: _____ File Date: _____

Request Number: 1st 2nd 3rd other: _____