



TRAFFIC VIOLATIONS AGENCY - MOTION TO VACATE DEFAULT CONVICTION

MOTION TO VACATE DEFAULT CONVICTION (CORAM NOBIS)

Only use this form if you have been convicted by default of a violation, which means that you failed to appear at your scheduled trial. You must provide a valid reason to reopen your case pursuant to CPL Article 440. Do not use this form if you were convicted at a trial or pleaded guilty to this ticket.

A NON-REFUNDABLE \$75 ADMINISTRATIVE FEE IS REQUIRED TO FILE THIS DOCUMENT (Cash, Money Order, or Bank Check only)

Instructions:

- 1. Answer every question in the spaces provided. Completely fill out this form.
2. You must use a separate motion for each case number.
3. If your motion was previously denied, do not submit another application to reopen the default conviction.
4. You must attach copies of any relevant documents to support your grounds.
5. Sign and date the application.

Submit your Motion and supporting documents by mail or in person to:

Judicial Hearing Officer
Rochester Traffic Violations Agency
200 E. Main Street, Suite B-002
Rochester, NY 14604

Failure to sign and complete ALL sections of this form may result in the denial of your application

For internal use only

Date filed:

SEi case notes

JHO Only:

Date Heard:

- Grant
Denied

Notes:

JHO Signature:

UT-20 Req'd? Y / N

Contact Information About the Person Completing this form

Name:
Mailing Address: City: State: Zip Code:
Telephone Number: Email Address:

Information about the Case / Ticket

Case number (only one number per form):
Ticket numbers:
Original Court Date: Have you previously filed a motion to vacate for this case?
How did the motorist learn about this default conviction?

Why You Failed to Appear

Explain in detail the grounds for your Motion (Criminal Procedure Law Article 440). Attach any and all supporting documents.

I [print your name] CERTIFY UNDER PENALTY OF PERJURY THAT (A) I AM AUTHORIZED TO COMPLETE AND SUBMIT THIS REQUEST, (B) I HAVE NOT PREVIOUSLY SUBMITTED A "MOTION TO VACATE DEFAULT CONVICTION" FOR THIS VIOLATION(S), AND (C) THAT TO THE BEST OF MY KNOWLEDGE, ALL INFORMATION I INCLUDED ON THIS FORM AND IN THE ATTACHMENTS IS TRUE.

YOUR SIGNATURE: DATE: