

WHEAT RIDGE MUNICIPAL COURT JEFFERSON COUNTY, STATE OF COLORADO 7500 W 29TH AVENUE WHEAT RIDGE, CO 80033-8001 PHONE: (303)235-2835 FAX: (303)235-2829	** COURT USE ONLY **
THE CITY OF WHEAT RIDGE BY AND ON BEHALF OF THE STATE OF COLORADO v. _____, DEFENDANT	
ATTORNEY FOR THE DEFENDANT/PRO SE DEFENDANT Pro-Se Defendant	CASE NO: _____
<b>NO PROOF OF INSURANCE VIOLATION</b>	

The above summons was issued to you for the violation of "No Proof of Insurance" and is currently scheduled for arraignment in the Wheat Ridge Municipal Court.

If valid motor vehicle insurance was in effect on the date and time the violation occurred, **you MUST have your insurance company or agent fax or mail confirmation directly to the Court.** The insurance information must be submitted on their letterhead, with the following information at least one week prior to your scheduled court date:

- a. The summons number.
- b. The insurance policy needs to specify the name of the defendant as the person insured. A company, friend or relative's name alone is insufficient.
- c. That insurance was in effect on the date and time the violation occurred.
- d. That the vehicle listed on the summons is the vehicle covered by this policy.

The card provided to you by your insurance company is insufficient proof for Court purposes. Please **DO NOT** bring your insurance card or policy to the Court Clerk's Office. The Court will need to receive proof of insurance directly from your insurance company.

Your appearance is mandatory at your scheduled court date and time as listed on your summons unless you are notified in writing by the Court. Thank you for your prompt attention in this matter.

Done and signed this \_\_\_\_\_ of \_\_\_\_\_ 20 \_\_\_\_\_ .

BY THE COURT:  
 Christopher D. Randall  
 Municipal Court Judge

\_\_\_\_\_  
 Court Administrator/Judicial Assistant