

ELECTING THE VIRTUAL HEARING OPTION

YOU HAVE 30 DAYS FROM THE DATE OF THE NOTICE YOU RECEIVED TO COMPLETE THIS FORM OR FILL OUT THE FORM TO ELECT THE CONDITIONAL PLEA OF NO CONTEST VERIFIED STATEMENT OF ADMISSION AND WAIVER OF APPEARANCE. IF YOU FAIL TO TAKE ANY ACTION, YOUR DRIVER'S LICENSE MAY BE SUSPENDED.

PLEASE MAKE SURE YOU FILL OUT THIS FORM ENTIRELY AND FOLLOW THE INSTRUCTIONS BELOW:

Please print out this form and fill it out, making sure you print clearly.

You are NOT required to complete this form, but if you decide to request a virtual hearing, it is your responsibility to make sure the form is completed and filed with the Orange County Clerk of Courts.

Once the form is completed, you may

1. Go to www.MyOrangeClerk.com
2. Click on **Contact Us**
3. Then select Orlando:
 - Traffic – including [Winter Park](#), [Goldenrod](#), [Apopka](#), [Ocoee](#), and [Orlando](#)
4. Complete information requested and attach file using the “Attach File” icon located at the bottom of the page.

If you do not have access to a computer, you may send the completed Request for Virtual Hearing form via US Mail to: Orange County Clerk of Court, 425 N. Orange Ave., Suite 410, Orlando, FL 32801.

We will also accept this form at any Orange County Clerk of Court location. You may find our locations at www.myorangeclerk.com

REQUEST FOR VIRTUAL HEARING

I, _____, have previously pled Not Guilty to:
Print Name

Case Number: _____

Citation Number: _____

and am hereby requesting a virtual hearing to be heard by a Judicial Official.

I am providing the following contact information:

My current mailing address:

Street

Apartment/Unit Number

City, State, Zip Code

My telephone number: _____

My email address: _____

Driver's License number: _____

Signature: _____ Date: _____