

ELMSFORD VILLAGE COURT ADJOURNMENT REQUEST FORM

- 1) If this is your first Court Appearance Notice for a Pretrial Conference you may proceed for an Adjournment Request.
- 2) If you had prior adjournments, you would need to appear before the Judge to ask for an adjournment and may not use this form.
- 3) Adjournment requests need to be submitted three to five days prior to scheduled Pre-Trial Conference date.

Date of Adjournment Request: _____ Date of Scheduled Court date: _____

DEFENDANT/CASE INFORMATION

Name of Defendant: _____	Date of Birth: _____
Date of Violation: _____	Docket: _____
Original Charges: _____	
Defendant's Mailing Address: _____ _____	
Reason for Adjournment request: _____ _____ _____	
Current Telephone/Cell: (_____) _____	
Current E-Mail address: _____	
<i>Signature of Defendant:</i> _____	

YOU WILL BE NOTIFIED BY THE COURT CLERK IF YOUR ADJOURNMENT REQUEST HAS BEEN GRANTED

Mailing Address & Physical Filing Address:
Village of Elmsford | 15 South Stone Avenue | Elmsford, NY 10523
Telephone: (914) 592- 8949 | Facsimile: (914) 347-4726 | No E-Mail Accepted