



**FOR IMMEDIATE RELEASE**

March 17, 2020

**Baytown Municipal Court Issues Instructions to Reschedule Court Appearances**

Baytown, Texas – The Baytown Municipal Court is rescheduling all defendants, jurors, and witnesses set for a hearing or trial from March 16, 2020 through and including April 3, 2020. You will receive a written notice from the Court advising you of the new date, time, and location of your hearing, trial, or jury service.

As a result of the current Coronavirus (COVID-19) threat the Baytown Municipal Court is encouraging community members to do the following as relates to any Civil and/or Criminal citations/cases, jury service notice, and/or witness notification a person may have:

1. Please ensure you review the options you have on the back of the paper citation, postcard, and our city website.
2. Go to our website at <https://www.baytown.org/city-hall/departments/municipal-court> or call our mainline at 281-427-9511 M-F 8:00 a.m.-5:00 p.m. (In many instances you can address your citation online or via mail). For Jury service please contact the Court by phone.
3. If you believe you are sick, or have been exposed to someone who is sick, or a member of a high risk group according to the Center for Disease Control please exercise the following options to address your citation, witness notice, or jury service without entering a court facility:
  - a. Call our main line at 281-427-9511, M-F 8:00am-5:00pm
  - b. Jury Service call 281-427-9511, M-F 8:00am-5:00pm
  - c. Witness notification please call 281-427-9511
  - d. Submit documents to the court for upcoming court dates at the email or fax
  - e. Submit a request to reset a court date at the email or fax
    - Email: [municipalcourt@baytown.org](mailto:municipalcourt@baytown.org)
    - Fax#: 281-425-1017

Please include current complete typewritten or legibly printed: name, address, D.O.B., phone, email address and citation # (if known), a request for reset providing a notation as to why. A Judge will review and notice will be provided as to the Judge's decision.

For more information, contact Alice Jauregui at 281-420-5802 or [Alicia.Jauregui@baytown.org](mailto:Alicia.Jauregui@baytown.org).