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- 1. PAY TICKET:** To plead guilty to the charge and pay online via credit card, and this process has a 3% service fee.
- 2. PLEA ONLINE:** User ID needed
  - a. Request Plea Offer from Prosecutor:** To ask the municipal prosecutor to review your reasons why a lesser charge should be considered in your case.
  - b. Plead not Guilty or Guilty:** Enter plea of Not Guilty with reasons why a Not Guilty finding should be considered or enter plea of Guilty for non-payable tickets.
- 3. E-file:** To upload documents, request court records or contact the court for an adjournment.