

CITY OF
LADUE

Municipal Court

ORDER

TO COUNSEL: EFFECTIVE DECEMBER 1, 2016

If you have received a recommendation from the Prosecuting Attorney that may be paid out of court and your client intends to accept the recommendation, the Court must receive a copy of the recommendation signed by counsel of record along with payment in full. Partial payments will not be accepted without an appearance in court. In the event your client can only make a partial payment, they must appear in court on the date scheduled with their payment and a copy of the recommendation signed by counsel of record. No payment will be accepted without a signed copy of the recommendation.

Under no circumstances will the Court discuss a recommendation with a defendant represented by counsel unless the recommendation has been signed by counsel of record.

Please make checks, money orders and cashier checks payable to the Ladue Municipal Court. Payments can be mailed or made in person at the Violations Bureau at 9345 Clayton Road, Ladue, MO 63124. Payments can also be made by using a credit card by visiting www.ipaycourt.com. Please note there is a service fee when paying with a credit card. Online payments will not be accepted until the court has received a signed recommendation. You may fax a signed copy of the recommendation to 314-993-5652.

You may file by fax or email a Motion for Continuance to the Court at COURT@CITYOFLADUE-MO.GOV. If your Motion for Continuance is filed no later than 3 days (including weekends) before the scheduled court date, you will be notified of whether your request has been granted or denied. If your Motion for Continuance is filed the week of Court, you may still need to appear in court if you do not otherwise receive a response from the Court before the scheduled court date. The prosecuting attorney is not authorized to continue cases. For any other questions concerning your court date, contact the court at 314-993-3919.

For all matters pending before this court please file an entry of appearance and request for continuance to the Ladue Municipal Court. If you require a file stamped copy, you must send an SASE for the return. All requests for a recommendation and/or discovery should be sent separately to the attention of the Prosecuting Attorney at the same address with a service copy of your entry of appearance and a SASE. The Court will not handle/process requests for recommendations or discovery.

SO ORDERED this 28th day of November, 2016



Hon. Keith Cheung