

PROCEDURE RELATIVE TO RECOMMENDATIONS
FROM THE MUNICIPAL PROSECUTOR

REQUESTING A RECOMMENDATION

If you are seeking a recommendation from the Municipal Prosecutor, you may pursue one of the following options:

1. Appear in Municipal Court on the court date and meet with the Prosecutor;

OR

2. Mail a copy of the Entry of Appearance, a request for recommendation and a self-addressed stamped envelope to the Prosecutor at the following address:

Stephanie E. Karr

130 South Bemiston, Suite 200

Clayton, Missouri 63105

A request for recommendation by mail must be received by the Prosecutor prior to the court date.

FORM OF RECOMMENDATION

A recommendation will be in the form of a proposed Plea Agreement reflecting all of the terms of the agreement including a date for payment.

RESPONSE TO RECOMMENDATION

If the recommendation is acceptable, counsel or the Defendant must sign the Plea Agreement and submit the signed Plea Agreement to the Municipal Court Clerk at the same time that payment is made. This must be submitted to the Municipal Court Clerk prior to or at the court date on the Plea Agreement. Any request for continuance must be submitted directly to the Municipal Court for action by the Municipal Judge.

If the recommendation is not acceptable, you may request reconsideration by following one of the two options above.