



IVANHOE MUNICIPAL COURT  
 CITY OF IVANHOE  
 TYLER COUNTY, TEXAS  
 870 Charmaine Dr. East \* Woodville, Texas 75979 \*409-444-7048 \* 409-283-3299  
 \* FAX 409-283-3299 \*EMAIL [coicourts@gmail.com](mailto:coicourts@gmail.com)

## Out of Custody Jail Credit Request Form

If you have been incarcerated, you may request credit for time served. To request credit for time served, you must provide proof of incarceration from a jail or prison that includes the dates you were incarcerated.

To consider your request, you must enter a plea for the charge (s) for which you are requesting jail credit. If you have not done so already, your signature on this form will serve as your plea of *No Contest*.

***\*\*Please be advised your plea of No Contest will result in a conviction that will appear on your record.***

Defendant:  
 Last Name \_\_\_\_\_ First Name \_\_\_\_\_ Middle \_\_\_\_\_  
 Date of Birth: \_\_\_\_\_

List the charge (s) for which you are requesting jail credit. If you have more than 6 charges you would like considered, list the additional charges on another page.

Case or Citation Number	Charge Description (if known)

Were you in custody in Tyler County Jail? \_\_\_\_\_ Yes \_\_\_\_\_ No

\*If you answered no, you must attach proof of incarceration from the jail or prison you were incarcerated at. Proof must be signed by the sheriff or correction officer at the jail and must include dates of incarceration.



IVANHOE MUNICIPAL COURT  
 CITY OF IVANHOE  
 TYLER COUNTY, TEXAS  
 870 Charmaine Dr. East \* Woodville, Texas 75979 \*409-444-7048 \* 409-283-3299  
 \* FAX 409-283-3299 \*EMAIL [coicourts@gmail.com](mailto:coicourts@gmail.com)

**Out of Custody Jail Credit Request Form**

*I hereby enter a plea of No Contest to the charge (s) listed above that I had not previously entered a plea for. In doing so, I understand I am waiving my right to a bench or jury trial.*

\_\_\_\_\_  
 Defendant Signature

\_\_\_\_\_  
 Date

Completed forms may be emailed to [coicourts@gmail.com](mailto:coicourts@gmail.com) or mailed to the City of Ivanhoe 870 Dr. East, Woodville, TX 75979 or faxed to 409-283-3299. You may also submit completed forms in person at our office.

Incomplete forms will not be processed. Completed forms will be submitted to the judge for review.

If you have any questions, please contact the Ivanhoe Municipal Court at 409-444-7048 during our business hours Tuesday – Thursday 10:00 am – 5:00 pm.

\_\_\_\_\_  
 Judge's Signature

\_\_\_\_\_  
 Date

\*\*\*\*\*

For Court/Clerk Use Only:

Date Booked in Jail: \_\_\_\_\_

Number of Jail Days Served: \_\_\_\_\_

Number of Days approved by Judge: \_\_\_\_\_