**CONTINUANCES OF MUNICIPAL ORDINANCE CASES**

**LAKE LOTAWANA AND LAKE TAPAWINGO**

**DIVISION 28**

**All applications for a continuance of Municipal Ordinance Cases MUST be filed at least five (5) days prior to the scheduled court date**

Self -Represented Cases:

Applications for continuances of municipal ordinance **cases** by

Self -Represented Defendants may be filed by completing the application approved by Division 28 and is posted on the division’s web site at:

[**https://www.16thcircuit.org/division-28-judge-jeffrey-c-keal**](https://www.16thcircuit.org/division-28-judge-jeffrey-c-keal)

Applications shall be filed by one of the following approved means:

Via fax at the following number, which is checked between 8:00 am and 5:00 pm on business days:

 Criminal Records Independence 816-881-4691

Via email at the following email address:

 Criminal Filings: criminalrecords@courts.mo.gov

Via mail or hand-delivery to the following address:

 Department of Criminal Records-IN

 308 West Kansas, 1st Floor

 Independence, Missouri 64050

Via delivery to the drop box (between the hours of 8:00am and 5:00pm, Monday through Friday).

Eastern Jackson County Courthouse

308 West Kansas, 1st Floor

Independence, Missouri 64050. (Inside front glass doors)