

Attention Attorneys-Important KCMO Municipal Court COVID-19 emergency info

Public entry to Municipal Court remains prohibited through May 15, 2020

- Defendants are receiving notices of continuances on cases currently scheduled between now and May 15, 2020.
- Please contact your client, view their court date online at www.kcmo.gov/court or by emailing court.filings@kcmo.org.

Plea negotiations via email are encouraged

The City Prosecutor's Office is still working through this COVID-19 emergency, and they encourage attorneys to contact them to get offers on their cases.

Entering on a case and resolving cases during the COVID-19 stay at home order:

- You can file your entry of appearance via email with the court (court.filings@kcmo.org). See Filing guidelines below.
- After you are entered on the case, attorneys are encouraged to contact the Prosecutor's Office through plea.requests@kcmo.org to engage in negotiations during this time.
- The prosecutor then will respond to let you know how to proceed.

Payments

- Online with debit or credit card at www.kcmo.gov/court
- By mail with check or money order payable to "Municipal Court" to P.O. Box 219381, Kansas City, MO 64121-9381
- With check or money order made payable to "Municipal Court" using the drop box in the lobby just inside the doors before security.

Attorney section of Municipal Court web site

- You can find a Waiver of Appearance and Entry of Guilty Plea Form and other information at www.kcmo.gov/court under the Information for Attorney Section.

Municipal Court email filing guidelines

Electronic Filing:

- All court filings must be PDF format.
- Must be appropriately captioned to include case number(s), Defendant's full name, and birth date.
- The attorney signature block must contain the attorney's name, Missouri Bar number, mailing address, phone number, fax number, and email address.
- Email motion to court.filings@kcmo.org.
- Serve the Prosecuting Attorney by emailing certificate.service@kcmo.org.
- It is recommended that you file your motions and correspondence with a delivery or read receipt requested.