

IN THE CITY OF OXFORD MUNICIPAL COURT

**STATE OF MISSISSIPPI
CITY OF OXFORD
V.**

CASE NUMBER: _____

DEFENDANT

OFFICER NOTICE OF UNAVAILABILITY / PROSECUTOR REQUEST FOR CONTINUANCE

PART I – OFFICER NOTICE OF UNAVAILABILITY

I, _____, having received a subpoena to appear on the _____ day of _____, 20_____ for trial in the above-styled matter, hereby notify the prosecuting attorney that I am now unavailable to appear as subpoenaed.

Reason for Unavailability:

I understand that this notice does not continue or remove the matter from the trial docket unless further action is taken by the prosecutor and the Court/Clerk's Office.

Notice submitted this _____ day of _____, 20_____.

INSTRUCTIONS: EMAIL THIS NOTICE TO THE COURT OFFICER.

OFFICER

PART II – PROSECUTOR REQUEST FOR CONTINUANCE

The prosecuting attorney, having reviewed the officer's notice of unavailability and the reason stated above, hereby requests that the above-styled matter be continued for good cause.

Additional Information, if any:

Requested this _____ day of _____, 20_____.

PROSECUTING ATTORNEY

PART III – ADMINISTRATIVE ACTION

Upon review of the prosecutor's request for continuance, the request is:

- ☐ GRANTED The court finds that **there is good cause** to continue this matter.
☐ DENIED The court finds that **there is not good cause** to continue this matter.
☐ OTHER _____

Administrative action taken this _____ day of _____, 20_____.

MUNICIPAL COURT JUDGE/COURT CLERK