

HON.KEVIN J. ENGEL  
Town Justice



HON. MARY PAT DONNELLY  
Town Justice

**EAST GREENBUSH TOWN COURT**

225 Columbia Turnpike  
Rensselaer, New York 12144  
Telephone (518) 477-5412  
Fax (518)477-6539

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**REQUEST FOR CERTIFICATE OF DISPOSITION / CONVICTION**

Date: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Phone: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

ID Proof: Driver's License: \_\_\_\_\_ Passport: \_\_\_\_\_

**\*PLEASE SEND PHOTO COPY\***

Date of Arrest: \_\_\_\_\_

Charge: \_\_\_\_\_

Additional Information: \_\_\_\_\_  
\_\_\_\_\_

**Credit Card Payment: \$5.00 per Disposition**

**\*\*Notice of an Additional Service Fee of 2.99% of the payment will be assessed on all credit card payments**

CREDIT CARD: VISA \_\_\_\_\_ MASTERCARD \_\_\_\_\_

EXPIRATION DATE: \_\_\_\_\_ 3 DIGIT CODE: \_\_\_\_\_

CARD NUMBER: \_\_\_\_\_ Amount Charged: \_\_\_\_\_

**I hereby authorize payment of the above charge on the above noted credit card.**

CARD HOLDER: \_\_\_\_\_

(Print Name As It Appears on Card)

\_\_\_\_\_  
Signature