

WHAT  
UP

My Court Appearance Date .....	My Court Appearance Location .....	My Arrest Number .....
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WITH  
DAT?

You've been arrested and the NYPD (New York Police Department) has given you a Desk Appearance Ticket (DAT).

# WHAT'S A DAT?

A Desk Appearance Ticket (DAT) is an order by the NYPD for someone who has been arrested to appear in front of a judge in Criminal Court on a specific date and time.

Get Help Here:  
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Arrive by the time stated on your DAT or a few minutes early.

**01** DAT Arrest No. **02** Court Location **03** Time & Date of Appearance



# AT YOUR COURT APPEARANCE

**HEADS UP**

Don't lose your DAT! You'll need it at your first court appearance. But you should still attend if you lose it.

A DAT isn't something that you can pay by mail like a parking ticket. If you don't show up to your court appearance, the judge can issue a warrant for your arrest.

Write down or take a picture of your court date, location, and arrest number in case you lose your DAT paperwork.

Save any evidence, like videos and photos, that might be helpful to your case and show it to your lawyer.

**HEADS UP**

There are usually many people with DATs scheduled in the same courtroom on the same day. Be ready to spend the whole day in court.

The lawyer will talk to you about your case before you see the judge.

This isn't like most other NYPD tickets. A DAT can affect other aspects of your life if you don't act on it quickly. A DAT can cause employment, immigration, and other problems. To avoid these civil consequences, make sure to tell your lawyer if you:

- Work for or are licensed by a government agency, like the Department of Education
  - Live in public housing
  - Are not a U.S. citizen
- Are enlisted or planning to enlist in the military
  - Receive federal financial aid for college

At your court appearance, you will be assigned a lawyer to represent you. You may also be eligible for assistance prior to your court appearance (see 'Get Help Here' box above).

**FYI:** Being given a DAT does not mean you have been convicted. It also does not mean that you will automatically get a criminal record because of your arrest.

Bring your DAT. But even if you don't have it, you should still show up to court on your scheduled date. It can be helpful, but isn't necessary, to bring documentation: like school ID or acceptance letters, proof of employment, proof of enrollment in a program, military enlistment letter.

Sometimes the paperwork for your DAT case won't be ready at the first scheduled appearance date. If that happens, you won't be assigned a lawyer or appear in front of the judge, and the court staff will tell you what to do. When the paperwork is completed, the court staff should contact you with a new date. Make sure that you give the court accurate contact information, including a working phone number and a secure address where you can receive mail!

# HOW WILL IT END?

This guide is for informational use only and is not legal advice. Speak to a lawyer for legal advice on your situation.

You'll discuss your case with your lawyer. There are several possible outcomes for any case. What happens will depend on the specific facts of your case as well as other factors that your lawyer can discuss with you.

**Dismissal** This means the case is finished, you haven't been convicted of anything and you don't have to appear on the case again. The arrest and DAT information shouldn't be available to the public and you won't have a criminal record as a result of the case.

The Center for Urban Pedagogy is a nonprofit that uses the power of design and art to increase meaningful civic engagement. [welcometoCUP.org](http://welcometoCUP.org)

The Bronx Defenders provides innovative holistic, client-centered criminal defense, family defense, civil representation, and social support services to people in the Bronx. [bronxdefenders.org](http://bronxdefenders.org)

Youth Represent's mission is to ensure that young people affected by the criminal justice system are afforded every opportunity to reclaim lives of dignity, self-fulfillment, and engagement in their communities. [youthrepresent.org](http://youthrepresent.org)

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**The Bronx Defenders**

Redefining public defense

**youthrepresent**  
JUSTICE FROM COURTROOM TO COMMUNITY

**Adjournment in Contemplation of Dismissal (ACD)**  
If you're offered and accept an ACD, your case will remain open for a set period of time, up to six or twelve months. If you aren't re-arrested during this period and complete any other conditions ordered by the court, the case will be dismissed (see above).

**Plea Bargain** The prosecutor or judge may offer a plea bargain to resolve the case. If you choose to accept a plea bargain, you also agree to give up your right to a trial. The decision about whether to accept a plea is yours to make. A guilty plea may result in a criminal record.

**Trial/Another Court Date**  
If your case isn't resolved by dismissal, ACD, or Plea Bargain, you'll be given a new court date and the case will continue. If you go to trial, the District Attorney has to show that you're guilty by presenting evidence to a judge or a jury who will then make the final decision.  
— If you're found guilty, the judge will decide what sentence to give you.  
— If you're found not guilty of all of the charges, your case will be dismissed (see above).

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