

JUSTICE OF THE PEACE, PRECINCT FOUR

NOTICE

GILLESPIE COUNTY ANNEX #1 will be closed to the public starting March 26, and continuing through April 12.

To contact the Court between the hours of 8 AM-4 PM, M-F, please call 830-307-3737, ext 4, OR,

Mail to JP#4 Court, 125 West Main, Fredericksburg, Tx 78624 OR,

Email the Court at jp4office@gillespiecounty.org

Payments, Pleas or requests for forms may be dropped in **DROP BOX** at the back of the building. *(Fill out request; envelopes provided.)*

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1.You may request paperwork for Small Claims, Evictions, or Occupational License to be mailed to you.

2.You may go to www.gillespiecounty.org and print the forms and instructions needed. *(Click on-Elected Officials or Departments; Click on-County Justice of the Peace, Pct. 4. Find your needed paperwork for a plea, small claims petition or any other. Print. Occupational License not available here.)*

Directions for **credit card payments** are available on web site. *(Jurisdiction code: 7422, DL# or ticket # may be used for Citation #);* OR, mail check, M/O; cash may be used in Drop Box.

Filled out paperwork may be mailed to the Court or dropped in the **DROP BOX** in the back of the building. *(Be sure all is properly signed before a Notary if needed.)*