

Polk County Circuit Clerk's Office

102 E BROADWAY, ROOM 14

BOLVIAR, MO 65613

PHONE: 417-326-4912

CRIMINAL/TRAFFIC RELATED

WHAT DO I OWE ON MY TICKET(S)?

With ticket(s) in hand, contact the Circuit Clerk's Office for assistance or log on to www.courts.mo.gov/casenet and select the plead and pay option.

WHAT DO I NEED TO DO TO GET A TICKET AMENDED?

You or your attorney must contact the Prosecuting Attorney's Office at 417-326-5756.

I UNDERSTAND THERE IS AN OUTSTANDING WARRANT FOR ME. CAN YOU TELL ME WHAT IT'S FOR?

- Contact the Circuit Clerk's Office for information regarding the charges.
 - To satisfy the warrant, you may surrender yourself to the Polk County Jail where you will have an opportunity to post a bond if a bond amount is set and receive a court date.
 - If you have a capias warrant, the judge will see you once the Sheriff's office notifies the court that you are in custody.
-

I RECEIVED A TICKET AND I NEED TO KNOW WHAT MY COURT DATE IS?

With ticket(s) in hand, access case.net at www.courts.mo.gov or contact the Circuit Clerk's Office for assistance. It takes about 3-4 weeks for tickets to be filed after they are written.

HOW CAN I CHECK THE STATUS OF MY TICKET(S)?

With ticket(s) in hand, access case.net at www.courts.mo.gov or contact the Circuit Clerk's Office for assistance.

I NEVER RECEIVED MY COMPLIANCE NOTICE AFTER SENDING IN A WRITTEN GUILTY PLEA. HOW CAN I GET ONE?

With ticket(s) in hand, contact the Circuit Clerk's Office for assistance.

I RECEIVED A TICKET FROM A CITY POLICE OFFICER. DO I PAY FOR IT AT YOUR OFFICE?

Bolivar City PD - You must pay the fine and costs at the Municipal Court if the ticket was written by a Bolivar officer.

Fair Play PD – Yes, this office handles Fair Play tickets. Please see above on how to handle tickets with the Circuit Clerk.

Pleasant Hope PD – Yes, this office handles Pleasant Hope tickets. Please see above on how to handle tickets with the Circuit Clerk.

*All other municipal infractions should be paid at their respective City Hall offices.

CAN YOU TELL ME THE BOND AMOUNT ON A WARRANT?

You may contact the Circuit Clerk's Office for assistance or access the case.net docket entry tab at www.courts.mo.gov
Bond allowances will be detailed in the text field.

I NEED A LETTER OF INCARCERATION

Please contact the Polk County Jail.

HOW DO I OBTAIN A CRIMINAL HISTORY REPORT

Contact the Missouri State Highway Patrol at 573-526-6153 or 573-751-3313.

HOW CAN I GET MY BOND REDUCED?

You must consult an attorney.

WHAT DO I OWE ON COURT COSTS?

Please contact the Circuit Clerk's Office for assistance or log on to www.courts.mo.gov/casenet and select the Pay by Web option. We ask that you have your case number readily available.

CIVIL and GENERAL INFORMATION

I FORGOT MY COURT DATE, WHO SHOULD I CALL?

You may contact the Circuit Clerk's Office for assistance or access www.courts.mo.gov/casenet.

I NEED TO GIVE YOU MY NEW ADDRESS.

You may contact the Circuit Clerk's Office by telephone, 417-326-4912, regular mail or [e-mail](#) with your new address. Please include a few remarks about the reason why you need it updated. For example, are you receiving or paying child support, are you currently on Court Supervised Probation, or do you have a pending action on file?

You may email polk.criminal@courts.mo.gov or polk.civil@courts.mo.gov

WHAT IS THE COURTS PHYSICAL ADDRESS?

Polk County Circuit Court, 102 East Broadway Room 14, Bolivar, MO 65613

WHAT IS YOUR FAX NUMBER?

417-326-4194

WHAT IS YOUR EMAIL?

For Criminal/Traffic matters please send to polk.criminal@courts.mo.gov

For Civil/Probate matters please sent to polk.civil@courts.mo.gov

I NEED TO FILE A CHILD PROTECTION/ADULT PROTECTION PETITION

This is a pro se process. Please access the Court Forms link at www.courts.mo.gov and select the appropriate form category. Once the forms are completed, they must be presented to Circuit Clerk's office in person.

DOES THE STATE OF MISSOURI RECOGNIZE COMMON LAW MARRIAGES?

No

WHAT IS THE LIMIT FOR A SMALL CLAIMS CASE?

Small Claims - up to \$5,000.00
Associate Civil - up to \$25,000.00

WHO DO I CALL TO SET UP A PARENTING CLASS?

FOCUS on KIDS is offered by the Extension Offices in our immediate area. For more information, please select the classes link on this website.

HOW CAN I GET A JUDGMENT AGAINST SOMEONE?

We can provide small claims and landlord petitions to pro se applicants. However it is recommended that Associate and Circuit civil petitions be prepared by attorneys. Access the Court Forms link and select Small Claims Forms.

HOW CAN I COLLECT ON THE JUDGMENT IN MY FAVOR?

You may file an Application for an Execution or Garnishment with the Circuit Clerk's office, but you will need to know the judgment debtor's employer or bank account information to begin.

WHERE CAN I INITIATE AN EXECUTION/GARNISHMENT?

Execution or Garnishment requests are filed with the Circuit Clerk's office. Access the Execution/Garnishment link to print the execution or garnishment form, interrogatory form and instructions. Pro se filers will be required to provide the \$10.00 surcharge and Service Fee upon filing.