

Michael Anthoni Lee Nguyen
Attorney at Law

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Hello, my name is Michael Nguyen. I have been appointed by the Court to represent you on your criminal matter in Pasco Municipal Court. The purpose of this letter is to inform you of the best ways to communicate with me, so I can efficiently and effectively represent you.

Phone Calls

- **Availability:** **Tuesdays and Fridays** from **8:30 – 11:30 AM** and **3:00-5:00 PM**
- **Text:** When leaving text messages, please identify yourself in your first message to me.
- If I do not answer your call, **leave a voice or text message** with your Name, Nature of Case, and concerns or questions. Please **Set Up or Clear Space** in your **Voicemail Box**

Way to Send Documents, Evidence Etc.

- **Email-** My preferred method is scanning the document and sending it via email.
- **Text – Send pictures via text**
- **In-Person-** Bring the items during your next court hearing.

Missing Court Dates

Make sure to attend court, as not doing so can result in a warrant. Simply forgetting is not a valid excuse. If you are **unsure about your court date**, call **Pasco Municipal Court at (509) 545-3491**.

If you foresee not being able to attend court, please **call/text/email me as soon as possible**, stating the reasons for your absence. This allows me to make an argument to reset a hearing without a warrant being issued.

If a warrant is issued, I will attempt to contact you, letting you know how to best handle the warrant.