

CRIMINAL FORMS

1. Plea Form
2. Request Form for Driver Safety Course

TO PAY FINES ON-LINE GO TO: www.texasonlinerecords.com/tor

REPLY FORM

(Mail to the Justice Court indicated below. Enclose your copy of the Citation with your reply.
Enclose a self-addressed, stamped envelope if you need a receipt.)

NAME (Print or type as it appears on your driver's license)	Driver's License Number	
Current Mailing Address	City, State, Zip	Telephone Number
Citation Number	Date of Citation	Date Cited to Appear on or Before

CHECK ONE:

- ___ 1. I hereby enter a plea of **GUILTY** and waive appearance for trial. **CASHIER'S CHECK OR MONEY ORDER (NO CHECKS ACCEPTED!)** in the amount of the fine(s) is enclosed. (Make your remittance payable to the Justice Court indicated below.)
- ___ 2. I hereby enter a plea of **NOLO CONTENDERE / NO CONTEST** and waive appearance for trial. **CASHIER'S CHECK OR MONEY ORDER (NO CHECKS ACCEPTED!)** in the amount of the fine(s) is enclosed. (Make your remittance payable to the Justice Court indicated below.)
- ___ 3. I hereby enter a plea of **NOT GUILTY** and request a trial by **JURY**. I understand the Court will notify me by mail of my trial date. Advise the court of any changes in address.
- ___ 4. I hereby enter a plea of **NOT GUILTY** and waive my right to a jury trial and request a trial before the **JUDGE** (Bench Trial). I understand the Court will notify me by mail of my trial date. Advise the court of any changes in address.

NOTE: JUVENILES 16 & UNDER MUST APPEAR IN COURT WITH PARENT OR GUARDIAN.

Signature	Date	Fine Amount	
HONORABLE JACK SMITH J.P. Precinct 1 Falls County Court House P.O. Box 835 Marlin, TX 76661	HONORABLE DEBRA TROTTER J.P. Precinct 2 P.O. Box 834 Marlin, TX 76661	HONORABLE PREBLE POLK J.P. Precinct 3 P.O. Box 748 Rosebud, TX 76570	HONORABLE SHARON MAXEY J.P. Precinct 4 P.O. Box 52 Chilton, TX 76632

(DETACH HERE AND MAIL WITH FINE OR NOT GUILTY PLEA TO THE COURT INDICATED ON THE REVERSE.)

REQUEST FORM FOR DRIVING SAFETY COURSE

(FAILURE TO REMIT THIS FORM ON OR BEFORE YOUR APPEARANCE DATE WILL RESULT IN INELIGIBILITY FOR THE COURSE.)

YOU DO NOT PAY THE FINE IF TAKING COURSE.

Please indicate True or False next to the statements listed. If any are False, you are NOT eligible for the Driving Safety Course and you must refer to the above form. ALL QUESTIONS MUST BE ANSWERED!

- _____ I hereby plead NO CONTEST.
- _____ I have NOT taken a driving safety course in lieu of paying a fine during the past twelve months.
- _____ I am NOT in the process of taking a driving safety course to dismiss another offense.
- _____ I have not completed a driving safety course that is not yet reflected on my driving record.
- _____ I understand I CANNOT take the driving safety course if I possess a commercial driver's license.
- _____ I understand I CANNOT take the driving safety course if the citation was issued in a Construction Zone with Workers Present.
- _____ I understand I CANNOT take the driving safety course in lieu of paying the fine if I am accused of speeding 25 miles an hour or more over the posted speed limit.
- _____ I ENCLOSE proof of a valid TEXAS driver's license or permit OR proof of active duty military service if I possess a non-Texas driver's license. (A photocopy is acceptable - NO ORIGINALS PLEASE!!)
- _____ I ENCLOSE proof of Financial Responsibility (insurance). (A photocopy is acceptable - NO ORIGINALS PLEASE!!)
- _____ I ENCLOSE a money order or cashier's check made payable to the Justice Court indicated on the reverse side in the amount of \$110.00 (instead of the fine listed on the reverse).
- _____ I ENCLOSE a self-addressed, stamped, business-size envelope.
- _____ I understand that I am responsible for completing a STATE approved Driving Safety Course and remitting the proper completion certificate to the Court before the expiration of the 90-day extension.
- _____ I understand that this form must be NOTARIZED (if you are mailing the request to the Court).

IF YOU HAVE COMPLIED WITH THE ABOVE REQUIREMENTS, YOU ARE ELIGIBLE FOR THE COURSE AND ARE RESPONSIBLE FOR COMPLETING AN APPROVED COURSE AND REMITTING THE SIGNED COURT COPY OF THE COMPLETION CERTIFICATE TO THE COURT BEFORE THE EXPIRATION OF THE 90-DAY EXTENSION.

DEFENDANT SIGNATURE

SWORN TO AND SUBSCRIBED BEFORE ME this the _____ day of _____, 20____

(SEAL)

NOTARY PUBLIC SIGNATURE

NAME (Print or type as it appears on your driver's license) _____ Driver's License Number _____

Current Mailing Address _____ City, State Zip _____ Telephone Number _____

Race / Sex _____ Date of Birth _____

Citation Number _____ Date of Citation _____ Date Cited to Appear on or Before _____

CHECKLIST:

WHEN REQUESTING THE DRIVING SAFETY COURSE, MAKE SURE YOU HAVE INCLUDED THE FOLLOWING ITEMS:

1. The COMPLETED, NOTARIZED Request Form for Driving Safety Course as printed above;
2. A cashier's check or money order in the amount of \$110.00;
3. A copy of your financial responsibility (insurance);
4. A copy of your valid Texas driver's license or permit; and
5. A self-addressed, stamped business size envelope.