

Reply Form

(Mail to the Court Clerk at the address indicated on the reverse side.)

Enclose your copy of the Citation with you reply.

Enclose a self-addressed, stamped envelope if you need a receipt.)

**** NO PERSONAL CHECKS ACCEPTED **** NO EXCEPTION ****

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	Appear Date

1. I hereby enter a plea of GUILTY and waive appearance for trial. MONEY ORDER OR CASHIER'S CHECK in the amount of the fine (s) is enclosed. (Make your remittance payable to the RIESEL MUNICIPAL COURT at the address on the reverse side.)
2. I hereby enter a plea of NOLO CONTENDERE and waive appearance for trial. MONEY ORDER OR CASHIER'S CHECK in the amount of the fine (s) is enclosed. (Make your remittance payable to the RIESEL MUNICIPAL COURT at the address on the reverse side.)
3. I hereby enter a plea of NOT GUILTY and waive my rights to a jury trial & request a trial before the Judge. (Keep the court advised of any address changes & the Court will advise you the date of trial at least 10 days in advance.)
4. I hereby enter a plea of NOT GUILTY and request a jury trial. (Keep the court advised of any address changes & the Court will advise you the date of trial at least 10 days in advance.)

******* NOTE: JUVENILES 16 & UNDER MUST COME TO COURT IN PERSON WITH A PARENT OR GUARDIAN. *******

Signature _____ Date _____ Fine Amount _____

REQUEST FORM FOR DRIVING SAFETY COURSE

(FAILURE TO REMIT THIS FORM & PAYMENT ON OR BEFORE YOUR APPEARANCE DATE WILL RESULT IN INELIGIBILITY FOR THE DRIVING SAFETY 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.

- _____ I hereby plead **NOLO CONTENDERE** to the charge as required by the traffic law.
- _____ I ENCLOSED a valid COPY of my TEXAS Driver's License or permit at the time of the Citation. (A photocopy is acceptable--NO ORIGINALS PLEASE !!!) OR ACTIVE Military, spouse of ACTIVE Military, or Dependant child of ACTIVE Military ENCLOSED a valid COPY of my MILITARY ID Card and Driver's License at time of the Citation. (A photocopy is acceptable--NO ORIGINALS PLEASE !!!)
- _____ I was not charged with an offense that occurred in a WORK ZONE.
- _____ I have NOT completed a driving safety course in lieu of paying a fine during the 12 months PRIOR to this CITATION.
- _____ 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 a 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 OR if I hold a CDL License OR if I held a CDL License when the offense occurred.
- _____ I have ENCLOSED proof of Financial Responsibility (insurance). (A photocopy is acceptable--NO ORIGINALS PLEASE !!!)
- _____ I have ENCLOSED a MONEY ORDER or CASHIER'S CHECK made payable to the RIESEL MUNICIPAL COURT in the amount of \$107.00. (If in school zone \$132.00). ONLY!!!
- _____ I understand that I am responsible for completing a DPS approved Driving Safety Course before the expiration of the 90 day extension, and remitting the SIGNED "COURT COPY" of the completion certificate to the Court.
- _____ If mailed, I understand that this form MUST be NOTARIZED. (Check with your local Bank or school Administration Office.)
- _____ If mailed, I understand that this form MUST be sent CERTIFIED MAIL. (Check with your local Post Office.)
- _____ If mailed, I have enclosed a self-addressed, stamped, envelope to receive a request form for a CERTIFIED COPY of my DRIVING RECORD from DPS. I understand that FAILURE to request this form and mail it to DPS in Austin will invalidate my request for a DRIVER'S SAFETY COURSE.

IF YOU HAVE COMPLIED WITH THE ABOVE REQUIREMENTS, YOU ARE ELIGIBLE FOR THE DRIVER'S SAFETY COURSE AND WILL RECEIVE IN THE MAIL A FORM WITH THE REQUIRED COMPLETION DATE AND A FORM TO HAVE A COPY OF YOUR DRIVING RECORD SENT TO THE COURT. YOU MUST COMPLETE THE DRIVER'S SAFETY COURSE ON OR BEFORE THE 90TH DAY FROM YOUR APPROVAL DATE.

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Signature of Defendant Requesting DSC

SWORN TO AND SUBSCRIBED BEFORE ME:

This _____ day of _____, 200____.

Notary Seal

Signature of Notary Public

Name (Print or Type as it appears on your driver's license)

Driver's License Number

Current Mailing Address

City, State, Zip

Telephone Number

Social Security Number

Date of Birth

Citation Number Date of Citation

Appear Date

CHECKLIST: Make sure you have included the following items:

_____ Complete and NOTARIZED request form for DRIVER'S Safety Course.

_____ CASHIER'S CHECK or MONEY ORDER in the amount of \$107.00. (If in school zone \$132.00). ONLY!!!

_____ CURRENT copy of your Financial Responsibility (insurance).

_____ Copy of you Driver's License or Permit.

_____ Self-Addressed, business, stamped envelope.

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1. This letter is furnished as a courtesy to you by the Municipal Court, City of Riesel, Texas to assist you in making disposition of the charge(s) filed against you. PLEASE NOTE: The Judge cannot discuss the merits of a pending judicial proceeding prior to trial. A TELEPHONE CALL DOES NOT CONSTITUTE AN APPEARANCE. AN APPEARANCE IN COURT IS ONLY BY CERTIFIED MAIL, IN PERSON, OR BY YOUR ATTORNEY. IF YOU FAIL TO RESPOND TO THE CHARGE(S) BY THE APPEARANCE DATE SHOWN ON THE CITATION, AN ADDITIONAL CHARGE WILL BE FILED AGAINST YOU FOR VIOLATE PROMISE TO APPEAR AND WARRANTS ISSUED FOR YOU ARREST. A JUVENILE WHO FAILS TO APPEAR BY THE TIME AND DATE ON THE CITATION MAY HAVE THEIR LICENSE SUSPENDED AS REQUIRED BY LAW (Article 6701 1-4, Vernon's Texas Civil Statues). A WARRANT FEE OF \$50.00 WILL BE ACCESSED FOR PROCESSING OR EXECUTING A WARRANT.

2. **IF YOU WISH TO ENTER A PLEA OF GUILTY OR NOLO CONTENDERE**, please so indicate in the proper space provided on the reply form on the reverse side. A plea of Nolo Contendere means that you do not contest the state's charge(s) against you. The fine for a Nolo Contendere plea is the same as that for a plea of Guilty. Either plea indicates that you agree to waive appearance before the Court for trial. Please refer to the fine schedule shown below to determine the total amount of the fine(s) acceptable by the Court. Make your remittance by MONEY ORDER or CASHIER'S CHECK payable to Riesel Municipal Court. **RETURN YOUR COPY OF THE CITATION WITH THIS LETTER AND YOUR REMITTANCE TO ASSURE PROPER CREDIT.**

3. **IF YOU WISH TO ENTER A PLEA OF NOT GUILTY** and desire a trial before the Judge or before a Jury, please so indicate on the reply form on the reverse side and mail you plea on or before your appearance date. The Court will notify you when you **MUST** appear for trial and any other required procedures. Advise the court of any and all address changes. You have the right to trial by jury, if you so request.

4. **DRIVER'S SAFETY COURSE INFORMATION:** Under the laws of the State of Texas, you may be able to have ONE charge dismissed by taking a driving safety course. **HOWEVER, YOU WILL LOSE THE RIGHT IF YOU DO NOT PROVIDE WRITTEN NOTICE TO THE COURT OF YOUR DESIRE TO DO SO AND PAY ALL FEES ON OR BEFORE YOUR APPEARANCE DATE (AS SHOWN ON YOUR CITATION).** You cannot have a speeding citation dismissed if it is a violation of 25MPH or more above the posted speed limit, you are ineligible if you hold a CDL license, or if you have completed a Driver's Safety Course under this option within the year immediately presiding the date of this citation, you must have a valid Texas driver's license or permit and show proof of financial responsibility at the time of the citation as required by Section 601.081. If the alleged act was committed while operating a motorcycle, a motorcycle operator training course may be taken as approved by the DPS. If you wish to use this option to have ONE charge dismissed, read and complete the request form on the reverse side and return it to the Court with the required fee on or before your appearance date. You will have 90 days from the date the Court grants permission for the course, to complete and provide the Court with required documentation showing completion of an approved Driving Safety Course. **IF YOU MEET THE ELIGIBILITY REQUIREMENTS AS STATED ON THE DSC REQUEST FORM ON THE REVERSE SIDE, THEN YOU ARE RESPONSIBLE FOR COMPLETING THE COURSE AND REMITTING THE COMPLETION CERTIFICATE TO THE COURT. (FURTHER INSTRUCTIONS ON THE REVERSE SIDE).**

5. **Be Advised:** If you fail to appear in court, for the presentation of the offense(s), your Driver's License may be denied renewal and a \$30.00 fee will be added to offenses submitted to the Department of Public Safety.

6. TRAFFIC OFFENSES: JUVENILES 16 & UNDER MUST APPEAR IN COURT WITH A PARENT OR GUARDIAN.

7. ALCOHOL OFFENSES: AGE 18-20 MUST APPEAR IN COURT TO MAKE A PLEA. JUVENILES 17 & UNDER MUST APPEAR IN COURT WITH A PARENT OR GUARDIAN TO MAKE A PLEA.

8. A \$25.00 fee is required when Extended Payments are granted by the court for a period in excess of 30 days.

9. Credit Card payments can be made with Government Payment Service by calling (888) 604-7888 or going on line to www.governmentpayment.com. Our pay location code is 4079. A service fee of \$10 up to 8% will be added.

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SCHEDULE OF ACCEPTABLE FINES PAID BY YOUR APPEARANCE EFFECTIVE JANUARY 1, 2008 ALL FINES LISTED INCLUDE STATE FEE'S IN THE AMOUNT TOTAL

Speeding:

1-6 MPH \$104.00	Assault Mic - C #5030 \$509	Littering (Small Articles) \$505	Unsafe Speed for Conditions #3002 \$290
7 MPH \$114.00	Cut Across Median #3076 \$294	Minor - Consumption of Alcohol \$364	Violate DL Restrictions #3106 \$214
8 MPH \$124.00	Disorderly Conduct #5050 \$509	Minor - Possession of Alcohol \$364	Wrong Color Lights \$259
9 MPH \$134.00	Display Expired Registration #3656 \$114	Minor - Possession of Tobacco \$209	Lights on Hood #3628 \$259
10.....\$144.00	Disregard No Pass Zone #3019 \$294	Minor - DUI \$509	
11.....\$154.00	Drove Wrong Side of Road #3015 \$297	Motorcycle Heargear Violation \$209	ALL OTHER OFFENSES CONTACT THE COURT FOR FINE AMOUNTS.
12.....\$164.00	Driving Without Lights #3198 \$259	Muffler Violation #3227 \$209	
13.....\$174.00	Equipment Violations \$209	No Driver's License #3103 \$264	
14.....\$184.00	Exhibition of Acceleration #3311 \$299	No Front License Plate #3667 \$114	
15.....\$194.00	Expired Driver's License #3259 \$214	No Mororcycle License #3112 \$264	
16.....\$204.00	Expired MVI #3205 \$214	Open Container of Alcohol #3323 \$409	
17.....\$214.00	Fail to Control Speed #3050 \$264	Parking on Square \$110	NOTE: Add \$25.00 to all fines in a School Zone
18.....\$224.00	Fail to Maintain Single Lane #3070 \$264	Parking on Highway \$114	
19.....\$234.00	* Fail to Show Financial Resp. #3049 \$319	Pass School Bus - Unloading #3021 \$319	
20.....\$244.00	Fail to Dim Headlights #3155 \$209	Permit Unlicense Driver to Drive #3364 \$264	
21.....\$254.00	Fail to Identify #3338 \$214	Possession of Alcohol Near School \$509	
22.....\$264.00	Fail to Stop & Render Aid #3045 \$264	Possession of Drug Paraphernalia #4200 \$509	
23.....\$274.00	Fail to Yield ROW \$264	Public Intoxication #3525 \$509	
24.....\$284.00	Following to Close #3017 \$294	Seat Belt Violation \$149	
25.....\$294.00	Illegal Dumping (Large Articles) \$509	Theft U/50 \$264	
26+.....\$297.00	Illegal Passing on Right #3020 \$294	Unrestrained Child #3030 \$209	

* Charge may be dismissed upon presentation in court of evidence insurance was in effect on vehicle on the date of citation.