

REPLY FORM

Mail to the appropriate Justice Court. Enclose your copy of the citation with your reply.
Enclose a self-addressed stamped envelope if you need a receipt or any further correspondence.
By entering a plea of guilty or no-contest by mail you are declining to request discovery of evidence in your case.

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

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

CHECK ONE:

- I hereby enter a plea of **GUILTY** and waive appearance for trial. A Cashier's Check or Money Order is enclosed.
- I hereby enter a plea of **NO CONTEST** and waive appearance for trial. A Cashier's Check or Money Order is enclosed.
- I hereby enter a plea of **NOT GUILTY** and request a trial by **JURY**, and request the Court to advise me of my trial date by first class mail.
- I hereby enter a plea of **NOT GUILTY** and request a trial by **JUDGE**, waive my right to a jury trial, and request the Court to advise me of my trial date by first class mail.

***** Juveniles 16 and Under Must Appear in Person, In Open Court, With a Parent, Guardian or Custodian Present *****

IT IS THE SOLE RESPONSIBILITY OF THE DEFENDANT TO PROVIDE THE COURT WITH A VALID, CURRENT MAILING ADDRESS

Signature _____ Date _____ Fine Amount _____

Mail the above REPLY FORM with your payment or NOT GUILTY PLEA to the appropriate JUSTICE COURT on or before your appearance date.

MAIL THE REQUEST FORM BELOW TO THE APPROPRIATE COURT

REQUEST FORM and SWORN AFFIDAVIT

For

DRIVING SAFETY COURSE OR MOTORCYCLE OPERATOR TRAINING SAFETY COURSE

Approved by the Texas Department of Licensing and Regulations

READ CAREFULLY / THE COURT WILL NOT CONTACT YOU

Failure to remit this form on or before your appearance date will result in ineligibility for the course.
By entering a plea of guilty or no-contest by mail you are declining to request discovery of evidence in your case.

I hereby enter a plea of **NO CONTEST** **GUILTY** and I possess a valid Texas driver's license or permit. (Must enclose copy of driver's license)
 I HAVE NOT taken a driving safety course or motorcycle operator training safety course in lieu of paying a fine during the past 12 months.
 I AM NOT in the process of taking a driving safety course or motorcycle operator training safety course to dismiss another offense in another Court.
 I HAVE NOT completed a driving safety course or motorcycle operator training safety course that is not yet reflected on my driving record.
 I understand I CANNOT, by law, take the driving safety course or motorcycle course if I am accused of speeding 25 MPH or more over the posted speed limit or hold a CDL.
 I must provide a copy of my certified driving record from the Texas Department of Public Safety within 90 days.
 I have enclosed proof of Financial Responsibility (Liability Insurance).
 I have ENCLOSED a Cashier's Check or Money Order made payable to the appropriate Justice Court for the court cost due in the amount of **\$146.00**

Send the driving safety course or motorcycle operator training safety course fee by the due date on the citation. This will only resolve one charge.

**YOU HAVE NINETY DAYS FROM THE DATE OF YOUR PLEA TO THE COURT
TO SUCCESSFULLY COMPLETE A DRIVING SAFETY COURSE / MOTORCYCLE OPERATOR TRAINING SAFETY COURSE
NO EXTENSION OF THAT TIME WILL BE ALLOWED**

I UNDERSTAND THIS FORM MUST BE SIGNED BEFORE A NOTARY PUBLIC OR THE JUSTICE COURT CLERK

X _____
Defendant's Signature

Name (Print or Type as it appears on your driver's license) _____ Texas Driver's License Number _____

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

Form to and subscribed before me this _____ day of _____, 20____.

X _____
Notary Public / Justice Court Clerk

(SEAL)

You may obtain a certified copy of your Texas Department of Public Safety Driving Record for a fee at www.texasonline.com

JUSTICE OF THE PEACE COURTS IN POLK COUNTY, TEXAS

Justice of the Peace, PCT 1
Terri L. Mayer
 101 W. Mill Street, Ste. 152
 Livingston, Texas 77351
 (936)327-6841 (W)
 (936)327-6884 (F)
www.polkcountyjp1.com

Justice of the Peace, PCT 2
Sarah Rasberry
 P.O. Box 1417
 Onalaska, Texas 77360
 (936)646-3674 (W)
 (936)646-4197 (F)

Justice of the Peace, PCT 3
Robert "Dooley" Johnson
 201 W. Ben Franklin St.
 Corrigan, Texas 75939
 (936)398-4114 (W)
 (936)398-5574 (F)

Justice of the Peace, PCT 4
Jamie Richardson
 602 E. Church Street
 Livingston, Texas 77351
 (936)327-6865 (W)
 (936)327-6861 (F)

This letter is furnished to you as a courtesy by the Justice Courts of Polk County, Texas to assist you in making a final disposition of the charge(s) filed against you. IF YOU FAIL TO RESPOND TO THE CHARGE(S) BY THE APPEARANCE DATE SHOWN ON YOUR CITATION, AN ADDITIONAL CHARGE WILL BE FILED AGAINST YOU FOR VIOLATING YOUR WRITTEN PROMISE TO APPEAR OR FOR YOUR FAILURE TO APPEAR AND A WARRANT WILL BE ISSUED FOR YOUR ARREST AND DETENTION. ENCLOSE A COPY OF YOUR DRIVER'S LICENSE WITH ALL CORRESPONDENCE TO THE COURT.

NOTE: THE JUDGE, BY LAW, CANNOT DISCUSS THE MERITS OF ANY PENDING JUDICIAL PROCEEDING PRIOR TO THE TRIAL. FOR PROCEDURAL INFORMATION, PLEASE CONTACT THE CLERK OF THE APPROPRIATE COURT LISTED ABOVE. AT NO TIME DOES A TELEPHONE CALL TO THE COURT CONSTITUTE AN APPEARANCE BEFORE THE COURT.

IF YOU WISH TO ENTER A PLEA OF GUILTY OR NO CONTEST, please so indicate in the proper space provided on the reply form on the reverse side. A plea of No Contest means that you do not contest the State's charge(s) against you. The fine for a No Contest 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 fine(s) and costs acceptable by the Court. If you are unable to make your remittance in full you have other options of satisfying the fine and court cost due which include but are limited to (1) Community Service (2) Payment Plans (3) Time Served (4) Defensive Driving (5) Indigency Hearing if you qualify. Make your remittance by Cashier's Check or Money Order, **(NO PERSONAL CHECKS ACCEPTED)**, payable to the appropriate Justice Court. Return your copy of the citation, this letter, and a copy of your driver's license with your remittance to assure proper credit.

IF YOU WISH TO ENTER A PLEA OF NOT GUILTY and desire a trial, please so indicate on the reply form on the reverse side and mail your plea post-marked on or before your appearance date. The Court will notify you by first class mail when you must appear for trial and any other required procedures.

YOU MAY BE ABLE TO REQUIRE THAT THIS CHARGE BE DISMISSED BY SUCCESSFULLY COMPLETING A DRIVING SAFETY COURSE OR A MOTORCYCLE OPERATOR'S TRAINING SAFETY COURSE. YOU WILL LOSE THAT RIGHT IF, ON OR BEFORE YOUR APPEARANCE DATE, YOU DO NOT PROVIDE THE COURT WITH WRITTEN NOTICE OF YOUR REQUEST TO TAKE THE COURSE. If you wish to use this option to have this citation dismissed, read and complete the request form on the reverse side of this letter and return it to the appropriate Justice Court with the required fee post-marked on or before your appearance date.

++ THE HOLDER OF A COMMERCIAL DRIVER'S LICENSE IS NOT ELIGIBLE FOR A DRIVING SAFETY COURSE OR ++ DEFERRED DISPOSITION REGARDLESS OF THE TYPE OF VEHICLE BEING DRIVEN

****PLEASE CONTACT COURT TO VERIFY FINE AMOUNT PRIOR TO MAKING PAYMENT, THIS SCHEDULE IS ONLY A GUIDE LINE****

TRAFFIC VIOLATIONS		GROSS WEIGHT AND AXLE (CMV)	
1 - 5 MPH over speed limit	\$190.00	Over Gross Weight Less than 2,500 lbs.	\$583.00
6-10 MPH over speed limit	\$200.00	Over Gross Weight 2,500-5,000lbs	\$1,083.00
11-15 MPH over speed limit	\$220.00	Over Gross Weight 5,001-10,000lbs	\$2,583.00
16-20 MPH over speed limit	\$280.00	Over Gross Weight 10,001-20,000lbs	\$5,083.00
21-24 MPH over speed limit	\$305.00	Over Gross Weight 20,001-40,000lbs	\$7,083.00
25 & up over speed limit	\$336.00	Over Gross Weight 40,000 and up	\$10,083.00
No or Expired Driver's License	\$283.00	Over Single Tandem Axle less than 2,500	\$583.00
Violate DL Restrictions	\$183.00	Over Single Tandem Axle 2,500-5,000	\$1,083.00
No CDL License	\$283.00	Over Single Tandem Axle more than 5,000	\$2,583.00
No Motorcycle License	\$283.00	Over Width, Height, Length	\$183.00
No Motorcycle Helmet	\$130.00	Over Registered Weight	\$183.00
Driving While License Invalid	\$283.00	Tire Tread Violation	\$215.00
Unregistered / Exp. Registration	\$183.00	Wheel Violation	\$215.00
No Insurance	\$383.00	Placard Violation	\$215.00
No Seatbelt Driver or Passenger 17 & over	\$133.00	No Periodic Inspection- MCSR	\$204.00
Driver Allows No Seatbelt- Passenger 9-16	\$183.00	Hazardous Materials Violation	\$199.00
No Safety Seat (under 4'9 or 9)	\$333.00	No Shipping Papers	\$204.00
Fail to Yield Right of Way	\$215.00	Fuel System Violations	\$184.00
Unsafe Lane Change	\$215.00	Defective Brakes	\$209.00
Fail to Drive in Single Mark Ln	\$215.00	Driving Too Many Hours	\$184.00
Following Too Close	\$215.00	Any Brake Violations	\$204.00
Backing or Turning Violation	\$215.00	False Duty Status	\$274.00
Overtaking or Passing Violation	\$215.00	Duty Status Not Current	\$184.00
Unsafe Speed / Fail to Control	\$215.00	Defective Lighting	\$204.00
Ran Stop Sign / Red Light	\$215.00	Failure to Appear/Violate Promise to Appear	CALL COURT
Passing School Bus	\$1,386.00		
Texting and Driving	\$250.00		

THE COURT'S ACCEPT VISA, MASTERCARD, AND DISCOVER CREDIT CARD OR DEBIT CARDS WITH A SERVICE FEE

FAILURE TO APPEAR PROGRAM

Polk County contracts with the Texas Department of Public Safety in Austin