

**COURTESY LETTER
JUDGES OF JUSTICE COURTS OF ELLIS COUNTY, TEXAS**

PRECINCT 1
HON. BILL WOODY
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ENNIS, TX 75119
(972) 825-5319

PRECINCT 2
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701 S. IH-35E SUITE 1
WAXAHACHIE, TX 75165
(972) 825-5022

PRECINCT 3
HON. CURTIS POLK
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WAXAHACHIE, TX 75165
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PRECINCT 4
HON. STEVE EGAN
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MIDLOTHIAN, TX 76065
(972) 825-5310

SOME OFFICES MAY BE CLOSED FOR THE LUNCH HOUR.

The citation issued to you by a Department of Public Safety Trooper or County Officer will result in a complaint being filed against you in this court. If you fail to respond to the charges by the appearance date on the citation, an additional charge will be filed for fail to appear and the Department of Public Safety will **DENY RENEWAL** of your Driver License.

**JUVENILES AND PROVISIONAL LICENSE HOLDERS MUST APPEAR IN PERSON WITH PARENT
OR GUARDIAN - PLEASE CONTACT THE COURT FOR INSTRUCTIONS**

This letter is furnished to you through the courtesy of the courts to allow you to take care of this matter by mail if you so desire. You must complete the appropriate form on the reverse side.

Credit card payment accepted - Call designated court for instructions.

CDL LICENSED DRIVERS MUST CONTACT THE COURT.

SCHEDULE OF ACCEPTABLE FINES

EFFECTIVE JANUARY 1, 2014

1. SPEEDING	
1 - 5 mph over posted speed limit	\$151.00
6 - 10 mph over posted speed limit	\$175.00
11 - 15 mph over posted speed limit	\$200.00
16 - 25 mph over posted speed limit	\$225.00
26 - 35 mph over posted speed limit	\$250.00
36 - 45 mph over posted speed limit	\$275.00
46 mph or more over posted speed limit	\$300.00
2. Disregard Traffic Control Device	\$150.00
* 3. Expired Driver License	\$120.00
* 4. Expired Vehicle Registration	\$120.00
* 5. Expired Vehicle Inspection Certificate	\$120.00
* 6. Failure to Report Change of Address/Name	\$120.00
7. Failure to Signal/Unsafe Lane Change	\$150.00
8. Failure to Yield to E.R. Vehicle	\$150.00
** 9. Use of Unauthorized Glass Coating Material	\$150.00
10. Illegal, Unsafe, or Improper Turn	\$150.00
* 11. No Valid Driver License or Motorcycle endorsement	\$120.00
*** 12. No Liability Insurance	\$360.00
13. Permit Unlicensed Driver / Minor to Drive	\$150.00
14. Passing or Overtaking Violation	\$150.00
15. Safety Belt Violation (Driver or Passenger)	\$120.00
16. Safety Belt Violation Child	\$120.00
** 17. Violate Driver License Restriction	\$120.00
18. Drive wrong side or Wrong way on Road	\$150.00
19. Passing or Overtaking School Bus	\$600.00
20. Violate HANDICAP PARKING RESTRICTION	\$600.00
21. Driving While License Invalid/Suspended	\$450.00

FOR ANY VIOLATION NOT LISTED CONTACT THE COURT FOR THE PROPER AMOUNT OF FINES.

NOTE: CONTACT THE COURT IF THE CITATION WAS ISSUED IN A CONSTRUCTION ZONE WITH WORKERS PRESENT.

- * 1) Charges may be dismissed if defendant remedies this defect and shows proof to the Court within 20 working days. 2) Inspection certificate must NOT be expired more than 60 days. 3) Charges may be dismissed upon presentation of valid driver's license to the Court, provided this license was valid at the time Citation was issued and is presented to the Court on or before the appearance date on the ticket. Administrative fee of \$20.00 will be collected.
- ** Charges may be dismissed if defendant remedies defect/violation and shows proof to the Court within 20 working days of date of violation. \$10.00 administrative fee will be charged.
- *** Charges will be dismissed upon presentation of evidence that insurance was in effect on the vehicle driven on the date of citation.

REPLY FORM

(Mail to the Justice Court indicated on the reverse side of this letter. 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 No. _____ Date of Citation _____ Date cited to appear on or before _____

PAYMENT OF FINE OR NOT GUILTY PLEA (REQUEST FOR TRIAL)

CHECK ONE:

- ___ 1. I hereby enter a plea of **GUILTY** or **NO CONTEST** (Circle Only One) to the charges of _____ and waive jury trial and appearance for trial. Enclosed is my citation and a **CASHIER'S CHECK OR MONEY ORDER (NO PERSONAL CHECKS ACCEPTED!)** for the fine amount made payable to the Justice Court indicated on the reverse side of this letter.
- ___ 2. I hereby enter a plea of **NOT GUILTY** to the charge of _____ and request a **jury trial /non jury trial** (circle only one). You will be notified by mail of your pretrial date.

NOTE: JUVENILES 16 & UNDER MUST APPEAR IN COURT WITH PARENT OR GUARDIAN. ALL PROVISIONAL DRIVER'S LICENSE HOLDERS WILL BE REQUIRED TO RETAKE THE DRIVER'S TEST UPON CONVICTION OF MOVING VIOLATION.

Signature _____ Date _____ Fine Amount _____

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

(COMPLETE BOTH SECTIONS OF FORM AND MAIL TO THE COURT INDICATED ON THE REVERSE.)

REQUEST FORM FOR DRIVING SAFETY COURSE

(This section does not apply to holders of Commercial Driver's License)

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

A Driver's Safety Course Deferral may dismiss some violations. The following affidavit must be completed, signed, and notarized. In order to take a driver's safety course in lieu of a conviction being entered on my driving record, I hereby state under oath:

- ___ I have requested the safety course on or before my answer date either in person or by mail.
- ___ I hold a valid Texas Driver License (Copy Enclosed).
- ___ I have not had a safety course in the last 12 months nor am I presently enrolled in a safety course to have a traffic citation dismissed.
- ___ I was not going more than 24mph over the posted speed limit.
- ___ I have proof of financial responsibility (Liability Insurance) (Copy Enclosed).
- ___ I am active duty military.
- ___ I am enclosing a cashier's check or money order for \$115.00 made payable to the proper Justice Court listed on the reverse side.

I hereby enter a plea of guilty or no contest (circle only one) to the charge of _____ request the safety course deferral. I understand I will be required to pay a fee to the safety class of my choice and I am responsible for enrolling in a state certified safety course designed for my violation.

NOTE: A LISTING OF DRIVING SAFETY COURSES IS IN THE YELLOW PAGES OF YOUR TELEPHONE BOOK UNDER "DRIVING INSTRUCTION". THE COURSE IS ALSO AVAILABLE BY VIDEO OR ON THE INTERNET.

DATE _____ DEFENDANT'S SIGNATURE _____

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

NOTARY PUBLIC