

DO NOT CALL THE JUSTICE OF THE PEACE OFFICE UNTIL YOU HAVE READ THIS FORM

JUSTICE COURTS OF MILAM COUNTY

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THIS LETTER IS FURNISHED AS A COURTESY TO YOU BY THE JUSTICE COURTS OF MILAM COUNTY TO ASSIST YOU IN PROCESSING THE CHARGE(S) AGAINST YOU.

1. The judge cannot discuss the merits of a pending judicial proceeding prior to trial. This means the judge cannot talk to you about your citation before the pre-trial/trial.
2. ***If you FAIL TO ENTER A PLEA TO THE CHARGE(S) BY THE APPEARANCE DATE SHOWN ON THE CITATION, an additional charge may be filed for Violate Promise to Appear. Warrants may be issued, and you will be denied renewal of your driver's license.***
3. If you wish to enter a plea of GUILTY OR NOLO-CONTENDRE (no contest), please indicate in the proper space provided and return a copy of this letter with your payment.
4. If this is a charge that can be dismissed by taking the Driving Safety Course (DSC), advise the Court by checking #3 on the Plea Form. You will lose that right if you do not make a written request on or before your appearance date. You are not eligible for a DSC if you are cited for a speed of 95 MPH or over, or 25 MPH over the speed limit, or you possess a Commercial Driver's License.
5. You may contact the court to find out if you qualify for a Deferred Disposition.
6. If you wish to enter a plea of NOT GUILTY and desire a trial, advise the court by checking #4 or #5 on the Plea Form on or before the appearance date. You will be notified when to appear for trial.

**A PLEA MUST BE MADE IN WRITING OR IN PERSON ON OR BEFORE YOUR APPEARANCE DATE.
PLEAS MAY BE MAILED OR EMAILED TO THE JP OFFICE BEFORE THE APPEARANCE.**

JUVENILES 16 AND UNDER MUST HAVE A PARENT CONTACT THE COURT TO SET AN APPEARANCE DATE WITH THE JUDGE.

A TELEPHONE CALL DOES NOT CONSTITUTE AN APPEARANCE.

**FINE INFORMATION CAN BE FOUND AT WWW.MILAMCOUNTY.NET/JP
OR CONTACT THE COURT IDENTIFIED ON YOUR TICKET FOR FINE INFORMATION**

PAYMENT INFORMATION

1. NO PERSONAL CHECKS ACCEPTED ONLY CASHIER'S CHECK OR MONEY ORDER PAYABLE TO MILAM COUNTY.
2. PAY ONLINE AT WWW.TRAFFICPAYMENT.COM OR CALL 1-800-444-1187.
3. CREDIT CARD AND ONLINE PAYMENTS CONSTITUTE AN AUTOMATIC NOLO CONTENDRE PLEA.
4. CALL THE COURT TO MAKE A PAYMENT OVER THE PHONE, IF ALLOWED BY THE COURT.

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PLEA FORM

FILL OUT THE FORM COMPLETELY

NAME _____ DOB _____ AGE _____

LAST, FIRST, MI

MM/DD/YYYY

DRIVER LICENSE NUMBER _____ STATE _____

CITATION # _____ CITATION DATE _____

DATE CITED TO APPEAR ON OR BEFORE _____

OFFENSE _____

MAILING ADDRESS _____

STREET ADDRESS/PO BOX

CITY

STATE

ZIP CODE

PHONE NUMBER _____

EMAIL ADDRESS: _____

CHECK ONE

- ☐ 1. I HEREBY ENTER A PLEA OF GUILTY AND WAIVE APPEARANCE FOR TRIAL.
- ☐ 2. I HEREBY ENTER A PLEA OF NOLO CONTENDRE (NO CONTEST) AND WAIVE APPEARANCE FOR TRIAL.
- ☐ 3. I HEREBY ENTER A PLEA OF NO CONTEST/GUILTY AND REQUEST A DRIVER SAFETY COURSE. (SEE INSTRUCTIONS BELOW)
- ☐ 4. I HEREBY ENTER A PLEA OF NOT GUILTY, WAIVE MY RIGHT TO A JURY TRIAL, AND REQUEST A TRIAL BY JUDGE.
- ☐ 5. I HEREBY ENTER A PLEA OF NOT GUILTY AND REQUEST A TRIAL BY JURY.

SIGNED THIS _____ DAY OF _____, 20____. SIGNATURE _____

YOU ARE NOT ELIGIBLE IF YOU WERE DRIVING 95 MPH OR FASTER; OR 25 MPH OVER THE POSTED SPEED LIMIT; OR HOLD A COMMERCIAL DRIVER'S LICENSE.

1. SUBMIT A COPY OF A VALID TEXAS DRIVER'S LICENSE, OR PERMIT (ACTIVE-DUTY MILITARY/DEPENDANTS CAN USE AN OUT OF STATE LICENSE.)
2. PROVIDE PROOF OF FINANCIAL RESPONSIBILITY (LIABILITY INSURANCE)
3. PROVIDE A CERTIFIED COMPLETE DRIVING HISTORY (TYPE 3A) FROM THE DEPARTMENT OF PUBLIC SAFETY DRIVING RECORDS ([HTTPS://WWW.DPS.TEXAS.GOV/SECTION/DRIVER-LICENSE/ONLINE-SERVICES](https://www.dps.texas.gov/section/driver-license/online-services))
4. SIGN THE AFFIDAVIT AND HAVE IT NOTARIZED.
5. SEND A CASHIER'S CHECK OR MONEY ORDER IN THE AMOUNT OF \$146 PER CITATION/VIOLATION
6. DO NOT TAKE THE COURSE UNTIL YOU RECEIVE APPROVAL FROM THE COURT.
7. DRIVING SAFETY COURSE/MOTORCYCLE OPERATORS COURSE MUST BE COMPLETED 90 DAYS AFTER PLEA/REQUEST IS RECEIVED.

SWORN AFFIDAVIT

I HEREBY SWEAR OR AFFIRM THAT I HAVE NOT TAKEN A DRIVING SAFETY COURSE IN THE TWELVE MONTHS PRECEDING THIS OFFENSE FOR TICKET DISMISSAL. I AM NOT IN THE PROCESS OF TAKING A DRIVING SAFETY COURSE UNDER ARTICLE 45.0511, CODE OF CRIMINAL PROCEDURE THAT IS NOT YET REFLECTED ON MY OFFICIAL DPS RECORD.

UNDER PENALTY OF PERJURY X _____ SIGNATURE

SWORN TO AND SUBSCRIBED BEFORE ME, THE UNDERSIGNED AUTHORITY ON _____ 20____.

SEAL

X _____ NOTARY PUBLIC

09/25/2025