

**REQUEST FORM FOR DRIVING SAFETY COURSE OR DEFERRED DISPOSITION**

**DRIVING SAFETY COURSE**

I wish to enter a plea of:      GUILTY      NO CONTEST on Citation #                      and I waive my right to a jury trial and request a 90 day deferment to complete a Driving Safety Course. I understand that this plea enters a guilty judgment and this judgment will be removed upon submitting proof of completion of the course and submission of a certified copy of my driving record as maintained by the Texas Department of Public Safety. **I FURTHER UNDERSTAND THAT I AM ELIGIBLE TO REQUEST A DRIVING SAFETY COURSE FOR ONLY ONE VIOLATION AT THIS TIME. MY FAILURE TO COMPLY WITH THE TERMS OF THIS REQUEST WILL RESULT IN THE ASSESSMENT OF A FINE AND A POSSIBLE CONVICTION ON MY RECORD.**

Signature \_\_\_\_\_ Address \_\_\_\_\_  
Daytime Telephone Number \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**DRIVING SAFETY COURSE AFFIDAVIT**

Before me, the undersigned authority, personally appeared the above named Defendant, known to me to be the person whose name is subscribed hereto, who after being duly sworn upon his or her oath stated that the following statements are true: "My name is

\_\_\_\_\_ and  
(Print Name)

I stand charged with the offense of \_\_\_\_\_.

\_\_\_\_ I am requesting the court to defer proceedings in this case for a period of 90 days to allow me to complete a Driving Safety Course that is approved by the Texas Education Agency. I have not requested and taken a Driving Safety Course for a traffic offense 12 months prior to the date of this offense. I am not in the process of taking a Driving Safety Course that is approved by the Texas Education Agency for any other traffic citation and I do not possess a Commercial Drivers License of any kind."

Defendant's Signature: \_\_\_\_\_

SWORN TO AND SUBSCRIBED before me, the undersigned authority, on this the \_\_\_\_\_ day of \_\_\_\_\_.

(SEAL)

Notary Public:

\*\*\*\*NOTE\*\*\*\* Above items (properly completed and notarized must be mailed to the court office: 600 State Street, Suite 1000, Southlake, Texas 76092 by 5:00 P.M. on or before the 20th business day from the date of this citation. Failure to meet your obligation may constitute a "Failure to Appear"/"Violation of Promise to Appear" charge being issued against you and/or a warrant for your arrest.

**DEFERRED DISPOSITION**

I wish to enter a plea of:      GUILTY      NO CONTEST on Citation #                      and I waive my right to a jury trial and request a 90 day deferment to complete the grounds of probation set by the court. I understand that this plea enters a guilty judgment and this judgment will be removed upon completion of the probation requirements. **I FURTHER UNDERSTAND THAT I AM ELIGIBLE TO REQUEST DEFERRED DISPOSITION FOR ONLY ONE VIOLATION AT THIS TIME. MY FAILURE TO COMPLY WITH THE TERMS OF THIS REQUEST WILL RESULT IN AN ASSESSMENT OF A FINE AND A POSSIBLE CONVICTION ON MY RECORD.**

Signature \_\_\_\_\_ Address \_\_\_\_\_  
Daytime Telephone Number \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**DEFERRED DISPOSITION AFFIDAVIT**

Before me, the undersigned authority, personally appeared the above named Defendant, known to me to be the person whose name is subscribed hereto, who after being duly sworn upon his or her oath stated that the following statements are true: "My name is

\_\_\_\_\_ and  
(Print Name)

I stand charged with the offense of \_\_\_\_\_.  
I understand that if I was 24 years of age or younger, at the time of the violation, I am also required to complete an approved Driving Safety Course within my deferment period and submit proof of such course to the court.

\_\_\_\_ I am requesting the court to grant me deferred disposition for a period of 90 days. I have not had a criminal violation in the last 6 months in the State of Texas. I am not currently on probation within the State of Texas for any violation and I do not possess a Commercial Drivers License of any kind."

Defendant's Signature: \_\_\_\_\_

SWORN TO AND SUBSCRIBED before me, the undersigned authority, on this the \_\_\_\_\_ day of \_\_\_\_\_.

(SEAL)

Notary Public:

\*\*\*\*NOTE\*\*\*\* Above items (properly completed and notarized must be mailed to the court office: 600 State Street, Suite 1000, Southlake, Texas 76092 by 5:00 P.M. on or before the 20th business day from the date of this citation. Failure to meet your obligation may constitute a "Failure to Appear"/"Violation of Promise to Appear" charge being issued against you and/or a warrant for your arrest.

### **Driving Safety Course**

In order to be eligible:

- (1) You must have a valid Texas driver's license;
- (2) You must have evidence of financial liability insurance, that has your name on the card;
- (3) You cannot possess a Commercial Drivers License;
- (4) You must not have taken a Driving Safety Course within the last 12 months (calculated from the date of course completion to the date of your current citation);
- (5) You cannot have been cited for driving 25 miles per hour or more over the speed limit; and
- (6) You must not have been charged with one of the following offenses: Passing a School Bus (T.C. 545.066); Reckless Driving (T.C. 545.401); Fleeing Or Attempting to Elude Police Officer (T.C. 545.421); Accident Involving Damage to Vehicle (T.C. 550.022); Failed to Give Information and Render Aid (T.C. 550.023); Serious Traffic Violation Arising From Driving of a Commercial Motor Vehicle (T.C. 522.003); or any moving violation in a construction zone where workers were present.

Should a Driving Safety Course be granted, the prosecution of the traffic offense will be postponed for 90 days to allow you time to complete the course and return to court to show proof of completion. You are required to attend a course that has been approved by the Texas Education Agency.

If you are eligible, you may request the Driving Safety Course option by providing the following to the court:

- (1) The required fee is determined by violation (contact the court for your fine amount; or visit [www.cityofsouthlake.com](http://www.cityofsouthlake.com));
- (2) A copy of your proof of financial liability insurance, that has your name on the card;
- (3) A written statement that you have not requested and taken a Driving Safety Course for a traffic offense within the last 12 months and that you are not currently taking a course for another traffic violation; and you do not possess a Commercial Drivers License of any kind; and
- (4) The completed and notarized Driving Safety Course section of the request form on the reverse side of this information sheet.

At the end of the 90 day period, you must give to the court a certified copy of your driving record from the Department of Public Safety and a certificate from the driving school showing proof of completion. If you do not provide such proof, the court will send you a notice requiring you to appear before the judge and explain why you failed to show proof of completion; an extension may or may not be granted by the judge. Your failure to be present at that hearing may result in a warrant being issued for your arrest.

### **Deferred Disposition (Probation)**

In order to be eligible:

- (1) You have not received a violation in the State of Texas in the last 6 months;
- (2) You have evidence of financial liability insurance, that has your name on the card;
- (3) You cannot possess a Commercial Drivers License; and
- (4) You cannot have been cited for driving 25 miles per hour or more over the speed limit.

If a deferment is granted, the Judge will establish the terms of your deferred disposition, which will include the payment of a fee and requirement that you may not receive any similar citations for a period of up to 180 days. The Judge may also impose other conditions with which you must comply. If you successfully comply with all the terms and conditions of your probation, the conviction will not be reported on your driving and/or criminal history.

If you are eligible, you may request deferred disposition by providing the following to the court:

- (1) The required fee: determined by violation (contact the court for your fine amount; or visit [www.cityofsouthlake.com](http://www.cityofsouthlake.com));
- (2) A copy of your proof of financial liability insurance that has your name on the card;
- (3) A written statement that you have not received a previous violation in the last 6 months and are not currently on deferred disposition within the State of Texas for any violation AND do not possess a Commercial Drivers License of any kind;
- (4) Check the appropriate plea on the reverse side of this information sheet;
- (5) Complete the request form on the reverse side of this information sheet, have it notarized and return in the attached envelope; AND
- (6) If 24 years of age or younger at the time of violation, you are required to take a Driving Safety Course with the deferment.

#### **NOTE: DO NOT SEND CASH**

Partial payments are not accepted. Payments made by mail must be received in the court office no later than the 20<sup>th</sup> business day from the date of this citation.