

Justice Court Judges of Williamson County, Texas
Please refer to the Williamson County website for further information regarding
the disposition and handling of your citation. www.wilco.org

YOU MAY PAY YOUR CITATION ONLINE (SEE RESPECTIVE COURT INFORMATION BELOW)

YOU CAN PROCESS YOUR CITATION BY MAILING TO THE FOLLOWING RESPECTIVE COURT:

☐☐☐☐

KT MUSSELMAN, J.P.

www.wilco.org/jp1
J.P. Precinct 1
1801 E. Old Settlers Blvd.
Suite 100
Round Rock, TX 78664
(512) 244-8622
FAX (512) 244-8602
M-TU-TH-F
8:00 A.M. - 4:30 P.M.
W - 8:00 A.M. - 12 P.M.
Online credit card payment:
www.wilco.org/payJP1

EDNA STAUDT, J.P.

www.wilco.org/jp2
J.P. Precinct 2
350 Discovery Blvd., Suite 204
Cedar Park, TX 78613
(512) 260-4210
FAX (512) 260-4215
TU-W-TH-F
8:00 A.M. - 4:00 P.M.
Online credit card payment:
www.wilco.org/payJP2

EVELYN MCLEAN, J.P.

www.wilco.org/jp3
J.P. Precinct 3
100 Wilco Way, Suite 204
Georgetown, TX 78626
(512) 943-1501
FAX (512) 943-1542
M-F
8:00 A.M. - 5:00 P.M.
Online credit card payment:
www.wilco.org/payJP3

STACY HACKENBERG, J.P.

www.wilco.org/jp4
J.P. Precinct 4
211 W. 6th St.
Taylor, TX 76574
(512) 352-4155
FAX (512) 352-4194
M-TU-TH-F
9:00 A.M. - 5:00 P.M.
Online credit card payment:
www.wilco.org/payJP4

Court Hours Subject to Change

JUSTICE COURT NOTICE

This letter is furnished as a courtesy to you by the Justice Courts of Williamson County, Texas
to assist you in processing the charge(s) against you.

PLEASE NOTE: The Judge cannot discuss the merits of a pending judicial proceeding prior to trial (*Canon 6 (c)(2) Code of Judicial Conduct*).
This means the Judge cannot discuss your citation/ticket with you before the trial.

1. If you wish to ENTER A PLEA OF GUILTY OR NOLO CONTENDERE, please indicate by checking **#1 or #2** on the reverse side of this plea form. A plea of Nolo Contendere means that you do not contest the state's charge(s) against you.

The fine and conviction for a Nolo Contendere plea is the same as that for a plea of Guilty.

Refer to the schedule shown on the reverse side to determine the total amount of fine(s) and costs acceptable by the Court.

These fines apply only to cases handled prior to Court trial or Judgment being entered.

RETURN A COPY OF THE CITATION/TICKET AND THIS LETTER WITH YOUR PAYMENT TO ASSURE PROPER CREDIT.

2. If you wish to enter a plea of NOT GUILTY and desire a trial, advise the Court by checking **#3 or #4** on the plea form on or before the appearance date. You will be notified by the Court when to appear for trial and specific requirements of the particular Court concerning bail requirements, etc. If you should change your mailing address prior to receiving notice to appear in Court for your trial, it is your responsibility to notify the Court in writing of your new mailing address.

3. DRIVING SAFETY COURSE AS A CONDITION OF DEFERRED DISPOSITION: please indicate by checking **#5** on the reverse side of this plea form. Under the laws of the State of Texas, you may be able to require that this (one) charge be dismissed by successfully completing a Driving Safety Course. **HOWEVER, you will lose that right if you do not provide written notice and a plea of Guilty or Nolo Contendere to the Court on or before the appearance date** (as shown on your citation).

If you FAIL TO RESPOND to the charge(s) BY THE APPEARANCE DATE SHOWN ON THE CITATION/TICKET, an additional charge may be filed against you for Violate Promise to Appear/Failure to Appear and warrants issued for your arrest.

WARRANT FEES OF \$50.00 will be added onto each charge for EXECUTING OR PROCESSING A WARRANT.

No Checks Accepted · Do Not Mail Cash
Send Cashier's Check or Money Order
Payable To: WILLIAMSON COUNTY

FINES APPLICABLE TO AUTOMOBILES AND LIGHT TRUCKS

CONTACT THE COURT FOR CONSTRUCTION AND SCHOOL ZONE OR OFFENSES NOT LISTED.
(CDL Holders **ARE NOT** eligible for Deferred Disposition or a Driving Safety Course)

1. SPEEDING
 - 1 - 10 MPH OVER \$186.00
 - 11 - 15 MPH OVER 211.00
 - 16 - 20 MPH OVER 286.00
 - 20+ MPH OVER 331.00
2. FAIL TO CHANGE ADDRESS 111.00 ★
3. EXPIRED VEHICLE REGISTRATION 116.00 ★★
4. EXPIRED DRIVER LICENSE 121.00 ★★
5. VIOLATE DRIVER LICENSE RESTRICTION 126.00
6. DEFECTIVE EQUIPMENT, e.g. Headlight, etc 151.00 ★★ ★
7. ILLEGAL, UNSAFE OR IMPROPER TURN 231.00
8. FAIL TO DRIVE IN SINGLE LANE 231.00
9. FAIL TO SIGNAL LANE CHANGE 176.00
10. NO DRIVER LICENSE 276.00
11. FAIL TO DISPLAY DRIVER LICENSE 121.00 ★★ ★ ★
12. PERMIT UNLICENSED PERSON TO DRIVE 276.00
13. PASS IN NO PASSING ZONE 326.00
14. FAIL TO MAINTAIN FINANCIAL RESPONSIBILITY (No Liability Insurance) ★★ ★★ ★

FINES APPLICABLE TO COMMERCIAL VEHICLES

(CDL Holders **ARE NOT** eligible for Deferred Disposition or a Driving Safety Course)

FINES MAY NOT APPLY TO VEHICLES OUT OF SERVICE — CONTACT COURT

1. SPEEDING (CDL HOLDER)
 - 1 - 10 MPH OVER 211.00
 - 11+ MPH OVER 331.00
2. FAIL TO DISPLAY TxDOT CAB CARD (Not Dismissible) 186.00
3. OVER WIDTH/OVER LENGTH 181.00
4. IMPROPER LOAD/LOOSE MATERIALS OR NO TARP 216.00
5. NO COMMERCIAL DRIVER LICENSE 276.00
6. NO RECORD OF DUTY STATUS 276.00

★ Dismissible with \$10.00 provided remedied not later than 20th working day after date of offense and court is provided with proof.

★★ Dismissible with \$10.00 provided defect is remedied not later than 20th working day after offense or before first court appearance, whichever is later, and court is provided with proof. **Expired registration also requires that a penalty fee be paid.**

★★★ Dismissible with \$10.00 provided defect is remedied before first court appearance and court is provided with proof.

★★★★ Dismissible with \$10.00 provided a Driver License that was valid on date of citation is produced.

★★★★★ Dismissible upon verification of evidence that insurance was in effect on the vehicle driven on the date and time of arrest.

Note: Submitting a false statement to a registration clerk is a felony offense.

A Telephone Call Does Not Constitute An Appearance For Court

**Plea Must Be Made in Writing or In Person
On or Before Your Appearance Date
See Reverse for Further Instructions.**

PLEA FORM

Mail to the Justice Court shown on the ticket. Enclose your copy of the ticket with your reply.

Please Print or Type:

Name: _____ Ticket/
(Name as it appears on license) Citation#: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Home Phone #: () _____ Cell Phone #: () _____ E-Mail Address: _____

Offense: _____ Date of Citation: _____

DOB: _____ Driver License #: _____
(See reverse side for further instructions)

Check One:

- ☐ 1. I hereby enter a plea of GUILTY and waive appearance for trial.
- ☐ 2. I hereby enter a plea of NOLO CONTENDERE/No Contest and waive appearance for trial.
- ☐ 3. I hereby enter a plea of NOT GUILTY and waive my right to a jury trial and request a trial by judge.
- ☐ 4. I hereby enter a plea of NOT GUILTY and request a trial by jury.

Signed this _____ day of _____, 20____ SIGNATURE _____

☐ 5. REQUEST FOR DRIVING SAFETY COURSE AS A CONDITION OF DEFERRED DISPOSITION
(CDL Holders **ARE NOT** eligible for Deferred Disposition or a Driving Safety Course)

REQUEST MUST INCLUDE

- This Form Notarized (Notary Seal with signature)
- Photo copy of Texas Driver License or permit; or active duty Military I.D.
- Proof of current Financial Responsibility (Liability Insurance effective on date of my request as per Transportation Code)
- Cashier's Check or Money Order for \$144.00 (payable to Williamson County)

Request must be made in person or postmarked on or before the appearance date.

➔ I hereby enter a plea of ☐ **GUILTY** or ☐ **NO CONTEST** to the above charge and request the Court to dismiss the charge under the terms of Article 45.0511 C.C.P.

■ I certify:

- ◆ that I have a valid Texas Driver License or permit or active Military I.D.
- ◆ that the alleged speed was not 95 miles per hour or more; or 25 miles per hour or more over the posted limit and that the offense was not committed in a construction or maintenance zone when workers were present.
- ◆ that I have not taken a course within the past 12 months preceding the date of the offense and am not in the process of taking such a course; and that I have not completed a course which is not reflected on my Driving Record.

- I understand that I will be charged court costs and a fee and that these fees are non-refundable and must be paid to the court before my charge will be dismissed.
- I understand that I am not eligible for the Driving Safety Course unless I provide proof of Financial Responsibility (Liability Insurance), as required by the Transportation Code.
- I understand that I must complete and submit to the Court the Defensive Driving Documentation **within 90 days** from the date of judgment.

➔ Under pain or penalty of perjury _____
SIGNATURE OF DEFENDANT

➔ SWORN to and subscribed before me this _____ day of _____, 20____

➔ NOTARY SIGNATURE & SEAL _____
OR AUTHORIZED SIGNATURE _____
(Must be signed by Notary Public or someone authorized to administer oaths)

★ MINORS YOUNGER THAN 17 YEARS OF AGE MUST CONTACT COURT WITH PARENT OR GUARDIAN BEFORE THEIR APPEARANCE DATE ★

PLEASE CUT AND SEND IN REPLY FORM WITH PAYMENT