



## **MUNICIPAL COURT**

CITY OF SHALLOWATER

JUDGE T.J. MCAULEY

P.O. BOX 246-MAILING ADDRESS

801 Ave G-Physical Address

Shallowater, TX 79363

PHONE: 806-696-4300

FAX: 806-696-4253

You must make full payment within 12 days from the date of the citation, which includes weekends and holidays.

If you fail to respond (by phone or in person) or make payment to the Municipal Court by the 12<sup>th</sup> day from the date of your citation, a SUMMONS will be issued for your appearance. You could also be charged with FAILURE TO APPEAR, which carries a fine of \$250.00 and the inability to renew your driver's license.

**OUT OF STATE:** If you are an out of state violator and you fail to respond to the citation issued, procedures will be taken to notify the licensing authority in your state to SUSPEND YOUR DRIVERS LICENSE.

This pamphlet is furnished as a courtesy to you by the Municipal Court of the City of Shallowater to assist you in making disposition of the charges filed against you.

### A MESSAGE FROM JUDGE MCAULEY

- 1) YOUR FINE MUST BE PAID OR A COURT NOTIFICATION MUST BE MADE WITHIN 12 DAYS OF THE CITATION DATE. (WEEKENDS AND HOLIDAYS ARE INCLUDED IN THE 12 DAY PERIOD)
- 2) YOU MAY QUALIFY AND CHOOSE TO TAKE CARE OF THIS CITATION WITH A DEFENSIVE DRIVING COURSE OR DEFERRED ADJUDICATION. INSTRUCTIONS FOR THESE ARE INCLUDED WITH THIS INFORMATION PAMPHLET.
- 3) IF YOU FAIL TO APPEAR IN COURT OR FAIL TO PAY OR OTHERWISE DISPOSE OF YOUR CITATION AS ORDERED BY THE COURT, YOU MAY BE DENIED RENEWAL OF YOUR DRIVERS LICENSE.

### EMAIL:

[MHENSON@SHALLOWATERTX.US](mailto:MHENSON@SHALLOWATERTX.US)

IF YOU LEAVE A VOICE MESSAGE, PLEASE STATE YOUR FIRST AND LAST NAME, YOUR PHONE # AND STATE YOUR CITATION NUMBER, IF AVAILABLE

MUNICIPAL COURT IS HELD  
Wednesdays between 3:00 PM to 5PM  
At 801 Ave G in Shallowater Texas

FOR PAYMENTS WE ACCEPT:  
CASH, CHECK, MONEY ORDER OR  
CASHIERS CHECK

**DRIVERS SAFETY OPTION**

(CDL LICENSE HOLDERS ARE NOT ELIGIBLE FOR THIS OPTION)

NOTE: You must be a Texas driver's license holder & not currently enrolled in or have taken a Drivers Safety Course within the last 12 months. It is not allowed for speeds of 25 MPH over the speed limit or more, or if you were in a School zone.

A fee of \$139.00 must be mailed to the Court along with the signed affidavit, immediately. DO NOT PAY THE AMOUNT DUE FOR THE SPEEDING VIOLATION, send only \$139.00 to the court.

You have 90 days, from the date of the citation to complete the course. You MUST mail the court the original completed certificate from your class along with a CERTIFIED COPY OF YOUR DRIVING RECORD from the Texas Department of Public Safety.

Information to obtain your Certified driving record is below

- 1) READ, PRINT NAME AND DATE THEN MAIL THE FORM BELOW TO THE MUNICIPLE COURT WITHIN 12 DAYS FROM THE DATE YOUR CITATION WAS ISSUED (12 DAYS DOES INCLUDE WEEKENDS AND HOLIDAYS)
- 2) IN ORDER TO OBTAIN YOUR DRIVING RECORD YOU MAY EITHER CONTACT THE TEXAS DEPARTMENT OF PUBLIC SAFETY IN YOUR AREA OR YOU CAN ORDER YOUR RECORD ONLINE USING THE FORM FROM [WWW.TXDPS.STATE.TX.US](http://WWW.TXDPS.STATE.TX.US)
- 3) ONCE YOU COMPLETE YOUR DRIVERS SAFETY COURSE YOU WILL NEED TO MAIL YOUR DRIVING RECORD AND THE CERTIFICATE FROM YOUR DRIVING SAFETY COURSE TO THE COURT AT P.O. BOX 246 SHALLOWATER, TX 79363  
DEFERRED DISPOSITION OPTION

(CDL LICENSE HOLDERS ARE NOT ELIGIBLE FOR THIS OPTION)

The deferred Disposition Program for Non-Accident traffic violations allows you to pay a fee of \$230.00 up to 15 MPH, or \$250.00 for School Zone Violations up to 10 MPH over. (which include court costs) Accidents or 16 MPH over or 10 MPH in School Zones, you will need to contact the Municipal Judge.

NO further action will be taken for (90) days. If you DO NOT receive another citation (within the State of Texas) during this time, the violation will be dismissed.

- 1) PRINT NAME, DATE & MAIL THIS FORM WITHIN 12 DAYS OF YOUR CITATION WITH PAYMENT TO SHALLOWATER MUNICIPAL COURT.

PRINT NAME	DATE
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IF YOU ARE UNDER THE AGE OF 25 AND GET A MOVING VIOLATION YOU ARE REQUIRED BY STATE LAW TO TAKE A DRIVER SAFETY COURSE.

**\*\*\*\*\*PLEA\*\*\*\*\***

PLEASE CHECK YOUR PLEA OF CHOICE:

\_\_\_\_\_ I HEREBY ENTER A PLEA OF NOT GUILTY & ENCLOSE AN APPEARANCE BOND IN THE AMOUNT OF \$250.00 FOR EACH CHARGE

\_\_\_\_\_ I HEREBY ENTER A PLEA OF GUILTY & WAIVE AN APPEARANCE BOND FOR TRIAL, ALSO ENCLOSED IS THE PAYMENT FOR THE FINE (CALL MUNICIPAL COURT AT 806-696-4300 TO GET THE AMOUNT OF FINE)

\_\_\_\_\_ I HEREBY ENTER A PLEA OF NOLO CONTENDRE & WAIVE APPEARANCE FOR TRIAL, ENCLOSED IS THE PAYMENT FOR THE FINE(CALL MUNICIPAL COURT AT 806-696-4300 TO GET THE AMOUNT OF THE FINE)

\_\_\_\_\_ I HAVE ENCLOSED PAYMENT FOR THE DRIVERS SAFETY COURSE OR DEFERRED ADJUDICATION.

I PLEA (PLEASE CIRCLE ONE)

- 1.) NOLO CONTENDRE
- 2.) GUILTY
- 3.) NOT GUILTY

DEFENDANTS SIGNATURE

DATE