

**GARRETT MUNICIPAL COURT**

Phone: 972-875-1136

Fax: 972-875-0226

Physical Address:  
208 N. Ferris Street  
Garrett, Texas 75119

Mailing Address:  
P. O. Box 1148  
Ennis Texas 75120

**COURT HOURS: Monday – Thursday 9:00 am to 4:00 pm, Friday 8:30 am to 2:00 pm  
MAY BE CLOSED DURING THE LUNCH HOUR 12:00-1:00PM**

Please note: The Judge cannot discuss the merits of a pending judicial proceeding prior to trial. If you fail to respond to the charge(s) by the date shown on the citation, an additional charge may be filed against you for violating promise to appear. The department of public safety will deny renewal of your driver's license and warrants may be issued for your arrest. A juvenile who fails to appear by the time and date on the citation may have his/her license suspended as required by law. Juveniles 16 and under must contact the court with a parent or guardian.

**You may view your violation amount online at [trafficpayment.com](http://trafficpayment.com)**

**SCHEDULE OF FINES: (NOT A FULL LIST OF FINES, PLEASE CALL TO INQUIRE OR GO ONLINE IF FINE IS NOT LISTED)**

- 1. Speeding.....\$234.00 up to 10 miles over posted speed limit then \$5.00 a mile after 10 miles.
- 2. No Driver's License..... \$281.00
- 3. Open Container..... \$581.00
- 4. Driving While License Invalid (suspended)..... \$281.00
- 5. Ran Stop Sign..... \$334.00
- 6. No Seat Belt..... \$184.00
- 7. Possession of Drug Paraphernalia.....\$581.00
- 8. Fail to Maintain Financial Responsibility (FMFR) no liability insurance.....\$354.00
- 9. City Ordinance – Trucks Prohibited..... \$331.00

**\*\*Speeding Violations 100 miles or over – require a mandatory court hearing before the Judge\*\***

If the following violations are corrected and proof is sent to the court on or before appearance date, your violation may be dismissed with a \$20.00 or \$10.00 dismissal fee (depending on the offense, call to confirm).

Expired Vehicle Registration.....	\$281.00	No Driver's License .....	\$281.00
Expired Driver's License.....	\$281.00	Window Tint Violation.....	\$334.00
Fail to Display Driver's License.....	\$181.00	Fail to Change Address On DL.....	\$231.00

**IF YOU WOULD LIKE TO KEEP CITATIONS OFF OF YOUR DRIVING RECORD, LOOK OVER OPTIONS 3&4 ON THE BACK OF THIS FORM.**

**OPTION 1. PAYMENT OF FINE OR PAYMENT PLAN**

I hereby enter a plea of no contest and waive my right to a trial appearance. Enclosed is a check, cashier's check or money order for the fine amount made payable to the Garrett Municipal Court.

SIGNATURE \_\_\_\_\_ CITATION# \_\_\_\_\_ DATE \_\_\_\_\_

Pay online at [TrafficPayment.com](http://TrafficPayment.com) or by phone at 800-444-1187.

**TO SET UP A PAYMENT PLAN GO ONLINE TO <https://cityofgarrett.com/forms> PRINT THE PAYMENT PLAN FORM AND FOLLOW THE INSTRUCTIONS.**

**OPTION 2. REQUEST FOR TRIAL**

I hereby enter a plea of not guilty and request a trial before the Judge. You will be notified by mail of your pretrial date. (IT IS YOUR RESPONSIBILITY TO NOTIFY THE COURT OF ANY CHANGE OF ADDRESS).

SIGNATURE \_\_\_\_\_ CITATION# \_\_\_\_\_ DATE \_\_\_\_\_

**YOU MUST FILL OUT INFO SECTION ON THE BACK OF THIS FORM WITH THIS REQUEST**

**NOTE: JUVENILES 16 & UNDER MUST APPEAR IN COURT WITH PARENT OR GUARDIAN.**

**\*\*\*The appearance date on your citation is not a court date or an appointment with the Judge. The appearance date is your due date or response date to choose an option on this form. Follow the instructions on this form, and mail or email it back ON OR BEFORE your appearance date\*\*\***

For more information, fees or printable forms visit our website or email us at: [courtclerk@cityofgarrett.com](mailto:courtclerk@cityofgarrett.com)

Website: [www.cityofgarrett.com](http://www.cityofgarrett.com)

THIS LETTER IS FURNISHED TO YOU THROUGH THE COURTESY OF THE COURT TO ALLOW YOU TO TAKE CARE OF THIS MATTER BY MAIL, IF YOU SO DESIRE. YOU DO NOT HAVE TO APPEAR OR CONTACT THE COURT IF YOU READ THROUGH THIS FORM, SIGN YOUR NAME ON THE LINE NEXT TO THE OPTION OF YOUR CHOICE, AND FOLLOW THE INSTRUCTIONS FOR THAT OPTION.

PLEASE MAIL THE FORM BACK TO THE COURT ON OR BEFORE THE APPEARANCE DATE ON YOUR CITATION.

**IF YOU ARE SENDING YOUR REQUEST VIA MAIL YOU MUST INCLUDE A SELF-ADDRESSED, STAMPED ENVELOPE.**

**THIS SECTION MUST BE FILLED OUT WITH YOUR REQUEST**

NAME	DRIVER'S LICENSE NUMBER	CITATION NUMBER
CURRENT MAILING ADDRESS	CITY, STATE, ZIP	PHONE NUMBER/EMAIL

**IF YOU WOULD LIKE TO KEEP YOUR CITATIONS OFF OF YOUR DRIVING RECORD, LOOK OVER OPTIONS 3&4**

### **Option 3: REQUEST FOR DEFERRED DISPOSITION**

**Eligibility Requirements for Deferred Disposition:** You must request Deferred Disposition on or before the appearance date on your citation.

You **must enclose a check or money order in the total amount of your fine PLUS an additional \$50.00 administrative fee** made payable to Garrett Municipal Court. You must not receive another citation in the State of Texas within the 90-day probationary period. You must pay all amounts due as ordered or scheduled. At the end of the 90 days, you **must send in a copy of your 3A Driving Record**. If you are under the age of 25, you are required by law to complete a driving safety course approved under Chapter 1001, Education Code. \*\*Speeding 95-99: Deferred probation is 120 days; you are required to complete and submit a Driver Safety Course

**YOU ARE NOT ELIGIBLE FOR DEFERRED DISPOSITION IF YOU: HOLD A CDL, ARE 25 MILES OVER THE POSTED SPEED LIMIT, OR SPEEDING IN A SCHOOL OR WORK ZONE, SPEEDING – CITY ORDINANCE CITATIONS ARE NOT ELIGIBLE. You may only request deferred for one citation if eligible.** I hereby enter a plea of no contest and waive my right to a trial appearance. I would like to request Deferred Disposition to keep the citation off my driving record. **YOU WILL RECEIVE CORRESPONDENCE FROM THE COURT VIA MAIL.**

X \_\_\_\_\_ Defendant's Signature **(YOU MUST FILL OUT THE TOP SECTION OF THIS FORM)**

### **Option 4: REQUEST FOR DRIVING SAFETY COURSE (MUST HAVE NOTARIZED FOR OPTION 4)**

A driving safety course may dismiss one moving violation per year (must fall under Subtitle C, Title 7, T.C. (Rules of the Road). If you have multiple violations, you may also request deferred disposition. **Eligibility requirements for driving safety:** You must be able to answer true to the statements below in order to be eligible. Circle T for true or F for false to each statement.

**T | F** I possess a TEXAS driver's license and have enclosed or emailed a copy.

**T | F** I have NOT taken a Driving Safety Course in the past 12 months nor am I presently enrolled in a safety course to have a traffic citation dismissed.

**T | F** I have enclosed or emailed a copy of my personal auto Insurance.

**T | F** I have enclosed a CHECK OR MONEY ORDER in the amount of \$144.00 made payable to Garrett Municipal Court. You are required to pay the fine of \$144.00 instead of the original fine amount with completion of course (IF YOU ARE **EMAILING** YOUR REQUEST, YOU MAY PAY ONLINE AFTER APPROVAL)

Once above requirements are met, you must send this request form to the court enclosed with the required documents listed above. You may send request via mail, fax or email. Request must be received by the on or before date on your ticket. You will receive approval letter with further instructions via mail. **YOU ARE NOT ELIGIBLE FOR DRIVING SAFETY COURSE IF YOU: HOLD A CDL, ARE SPEEDING 24 MILES OVER THE POSTED SPEED LIMIT, IF YOUR ALLEGED SPEED IS 95 MPH OR OVER, OR SPEEDING IN A SCHOOL OR WORK ZONE, SPEEDING – CITY ORDINANCE CITATIONS ARE NOT ELIGIBLE FOR DSC.**

I hereby enter a plea of no contest and waive my right to a trial appearance. I would like to request Driving Safety Course to keep the citation off my driving record. I understand that I am responsible for enrolling in a state certified safety course for my violation. **SEND IN YOUR REQUEST TO THE COURT FOR APPROVAL, YOU WILL RECEIVE CORRESPONDENCE FROM THE COURT VIA MAIL.**

\_\_\_\_\_ X \_\_\_\_\_  
Date: Defendant's Signature: **(YOU MUST FILL OUT THE TOP SECTION OF THIS FORM AND HAVE BELOW NOTARIZED FOR OPTION 4)**

SWORN AND SUBSCRIBED BEFORE ME this the \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_

\_\_\_\_\_  
NOTARY PUBLIC

Email: [courtclerk@cityofgarrett.com](mailto:courtclerk@cityofgarrett.com)