

**PAY ONLINE**

trafficpayment.com or call 1-800-444-1187

**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 –Friday 9:00 am to 3:00 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 you 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.

**SCHEDULE OF FINES:**

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.....	\$231.00
3. Open Container.....	\$581.00
4. Driving While License Invalid (suspended).....	\$281.00
5. Ran Stop Sign.....	\$234.00
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

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 dismissal fee.

Expired Vehicle Registration.....	\$181.00	No Driver's License .....	\$231.00
Expired Driver's License.....	\$181.00	Window Tint Violation.....	\$234.00
Fail to Display Driver's License.....	\$181.00	Fail to Change Address On DL.....	\$150.00

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

**OPTION 1. PAYMENT OF FINE**

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 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 \_\_\_\_\_

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

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

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

**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 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. *You must enclose a check or money order in the amount of your fine plus an additional \$50.00 administrative fee made payable to Garrett Municipal Court.* **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. 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.**

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

**OPTION 4. REQUEST FOR DRIVING SAFETY COURSE**

A driving safety course may dismiss one moving violation per year. 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 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 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

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 24 MILES OVER THE POSTED SPEED LIMIT, OR SPEEDING IN A SCHOOL OR WORK ZONE.**

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.**

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