



Sunset Valley Municipal Court

**3205 Jones Road
Sunset Valley, TX 78745
P: 512-892-1383
E: municipalcourt@sunsetvalley.gov**



DEFENDANT’S REQUEST FOR A DRIVING SAFETY COURSE

I, _____ (*print name*), hereby enter my appearance on the complaint for the offense of _____ (*description of offense, e.g. ‘speeding’*) Citation No. _____. I understand that I have a right to a jury trial. I hereby waive my right to a jury trial, plead (guilty)(no contest), and elect under Texas Article 45.0511, Code of Criminal Procedure, to complete a driving safety course. If I fail to circle “guilty” or “no contest” above, I hereby enter a plea of “no contest” for this offense.

I understand that I must present the Court the following with this request:

1. a valid Texas driver’s license or permit, or proof that I am a member, or the spouse or dependent child of a member, of the United States military forces serving on active duty;
2. proof of financial responsibility pursuant to Chapter 601, Transportation Code (automobile liability insurance);
3. payment of court court costs and a non-refundable administrative fee of **\$144 (\$169 if the violation occurred in a school zone) may be paid by cash, cashier’s check, money order, or card** (3% processing fee applies to card payments). Cashier’s checks or money orders must be made payable to the City of Sunset Valley. **Personal or business checks are not accepted.**

I understand that I must:

1. complete a driving safety course or motorcycle operator training course as applicable within 90 days of this request;
2. submit by the 90th day from this request a uniform certificate of course completion of a driving safety course or a verification of course completion of a motorcycle operator training course as evidence that I have completed such a course;
3. submit by the 90th day from this request an affidavit (see second page) that I was not taking such a course nor had I completed one within the preceding 12 months from the date of my current offense that is not shown on my driving record as maintained by the Texas Department of Public Safety; and
4. submit by the 90th day from this request a certified copy of my driving record as maintained by the Texas Department of Public Safety (obtainable on the Texas DPS website, record type 3A).

I understand that:

1. if I comply with the court order granting the taking of a driving safety/motorcycle operator training course and submit all the required evidence as ordered, the Court will dismiss my case;
2. if I fail to submit all the evidence required by the Court, I will be notified of a show cause hearing and be required to appear before the Court to show cause why I did not present the required evidence of course completion;
3. the judge may at the show cause hearing enter a final adjudication against me and require me to pay the fine; and
4. the failure to appear at the show cause hearing will result in a final adjudication being entered against me, and that I will be required to pay the fine and any additional costs required by law.

I ATTEST THAT I HAVE READ THIS DOCUMENT.

Defendant’s Signature

Date

Defendant’s Mailing Address

Defendant’s Phone Number

City State Zip Code

Defendant’s E-mail Address

DRIVING SAFETY COURSE AFFIDAVIT

I, _____, state under oath that on the date of my request for a driving safety course/motorcycle operator training course in the above numbered cause that I was not taking such a course nor had I completed one within the 12 months preceding the date of my current offense that is not shown on my driving record as maintained by the Texas Department of Public Safety.

Defendant's Signature

Sworn and subscribed before me, the undersigned authority on this the ____ day of _____, 20__.

(Notary Public in and for the State of Texas)



Please note: this document must be notarized by a Texas Notary Public, or signed before the Municipal Court Clerk.