

City of Emory - Municipal Court

www.cityofemory.com

P.O. Box 100

Emory, Texas 75440

NO CHECKS ACCEPTED / Cashier's Check or Money Order

_____/_____/_____
Name (Print as it appears on D.L.) Signature Driver License Number

_____/_____/_____
Current Address City / State / Zip Telephone Number

_____/_____/_____
Citation Number Date of Citation Appearance Date

- _____ I HEREBY PLEA **GUILTY** AND WAIVE APPEARANCE BY TRIAL.
- _____ I HEREBY PLEA **NOLO CONTENDER / NO CONTEST** AND WAIVE APPEARANCE FOR TRIAL.
- _____ I HEREBY PLEA **NOT GUILTY** AND REQUEST A TRIAL BY JURY.
- _____ I HEREBY PLEA **NOT GUILTY** AND WAIVE MY RIGHT TO A JURY TRIAL AND REQUEST A TRIAL BEFORE THE JUDGE.

IF YOU ENTER A PLEA OF NOT GUILTY YOU WILL BE NOTIFIED BY MAIL OF YOUR COURT DATE.

PAYMENT OF FINES

If you desire to simply pay your fine, complete the Plea form and forward it along with payment to:

Emory Municipal Court

P.O. Box 100

Emory, Texas 75440

You may also pay your Court Fines online with credit or debit card at: www.cityofemory.com

You MUST contact the Court Clerk at 903-474-9003 to pay fine amounts online.

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COURT APPEARANCES

The law requires you to appear in court on your case. Your appearance date is noted on the citation. You may appear and deliver your plea in person, by mail, or by fax. Juveniles (age 16 and younger) are **REQUIRED** to appear in open court with a parent or guardian on or about their appearance date. (Please contact the Court for scheduling your appearance). The court is open Monday through Friday from 8:00 a.m. till 3:00 p.m. The court clerk is out of the office on various dates, call ahead to make sure the clerk will be in the office.

FAILURE TO APPEAR

Adult: Failure to Appear by the report date as required by law may result in denial of renewal of your driver license, a \$181.00 fine, and a **Violation of Promise to Appear** being filed, and/or Warrants being issued. A \$50.00 Warrant Fee is added to each offense. A \$25.00 Time Pay Fee is attached to all delayed payment (Payment not made within 30 days) of adjudged fines.

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PLEA FORM MUST BE COMPLETED AND RETURNED TO COURT BY APPEARANCE DATE.

QUALIFICATION FOR DEFERRAL:

- A) Have not been granted a deferral for an offense within the previous 12 months.
- B) Have not committed the offense of speeding in excess of 24 miles over the speed limit.
- C) Do not currently hold a CDL license nor held one at time of citation.

_____ I enclose a cashier's check or money order (you must make contact with the court for amount) made payable to Emory Municipal Court.

_____ I enclose proof of Financial Responsibility (Insurance) and a valid Texas Driver's License (A photocopy is acceptable NO ORIGINALS PLEASE).

_____ I enclose a self-addressed, stamped business envelope in which the Court will mail me an affidavit to be signed, notarized and returned to the court at the end of my 90 days probationary period. IF YOU HAVE COMPLIED WITH THE ABOVE REQUIREMENTS, YOU ARE ELIGIBLE FOR A DEFERRAL AND CAN NOT RECEIVE A CITATION FOR 90 DAYS. IF YOU RECEIVE A CITATION WITHIN THOSE 90 DAYS, THE VIOLATION WILL BE ADDED AS A CONVICTION ON YOUR DRIVING RECORD.

Signed _____

Sworn to and subscribed before me this the _____ day of _____, 2013

Notary Public

REQUEST FOR DRIVERS SAFETY COURSE

PLEASE CONTACT THE COURT **BEFORE** SENDING IN THE REQUEST FOR DRIVERS SAFETY COURSE TO DETERMINE IF YOU ARE ELIGIBLE. IF YOU HOLD A CDL LICENSE OR ARE CHARGED WITH SPEEDING 25 MPH OR MORE OVER THE POSTED SPEED LIMIT YOU WILL **NOT** BE ELIGIBLE FOR THE DRIVERS SAFETY COURSE.

THE ITEMS LISTED BELOW ARE **REQUIRED** AND **MUST** BE RECEIVED BY THE COURT ON OR BEFORE YOUR LISTED APPEARANCE DATE:

1. Request for Driver Safety Course.
2. Payment of fee in the amount of \$107.10
3. Copies of valid Texas Driver License and Auto Insurance.

You will have 90 days to complete your course and return the completion certificate to the court. A copy of your driving record will also be required and the court will provide you with the request form.

I UNDERSTAND THAT IF I DO NOT FULFILL ALL THE REQUIREMENTS, MY CASE WILL NOT BE DISMISSED AND THE REMAINING BALANCE ON MY CITATION WILL BE DUE. IF NOT PAID A WARRANT WILL BE ISSUED FOR MY ARREST AND I WILL ALSO BE RESPONSIBLE FOR PAYING A WARRANT FEE.

I hereby enter a plea of _____ **GUILTY** _____ **NO CONTEST** to the offense, waive jury trial, and request to take a DSC course. I have not completed a driving course for an offense that occurred in the past 12 months; nor am I currently petitioning another court to take a driving safety course to have citation dismissed.

Date: _____

Defendant's Signature

Notary Public