



# City of Hallettsville Municipal Court

Judge - Sheila Garza Medina      Court Clerk - Chelsey Coon  
101 N. Main Street  
Hallettsville, TX 77964  
Phone: 361-798-3681, Fax: 361-798-5952  
Email: [courtclerk@cityofhallettsville.org](mailto:courtclerk@cityofhallettsville.org)

## PLEASE READ ALL OF THE FOLLOWING BEFORE CALLING THE COURT

This letter is furnished as a courtesy to you by the Hallettsville Municipal Court to assist you in disposing of the charge(s) against you. Please NOTE: The Judge cannot discuss the merits of a pending judicial proceeding prior to trial.

Please choose one of the following options and return this Reply Form to the Court by your Initial Appearance court date:  
\*\*\*\*\***OPTION 1 - Pay Your Ticket**\*\*\*\*\*

Check GUILTY or NO CONTEST on the REPLY FORM (other side #1). Mail the completed REPLY FORM and payment by Cashier's Check or Money Order made payable to City of Hallettsville postmarked by the appearance date noted on your citation. You may pay with credit card by calling 361-798-3681 or pay online at [cityofhallettsville.org](http://cityofhallettsville.org).

\*\*\*\*\***OPTION 2 - Plea and Request Extension**\*\*\*\*\*

Check GUILTY or NO CONTEST on the REPLY FORM (other side #2). Mail the completed REPLY FORM to the court. Your amount due MUST be paid within 30 days to avoid late fees. (If mailing, MUST be postmarked within 30 days). You must also complete an Extension Agreement.

\*\*\*\*\***OPTION 3 - Ask For A Trial**\*\*\*\*\*

You MUST send completed REPLY FORM (other side #3), noting NOT GUILTY plea and desired JUDGE or JURY TRIAL and a copy of Driver's License. You will be notified by mail of trial date - you MUST notify the Court if your address changes.

\*\*\*\*\***OPTION 4 - Take Driving Safety Course**\*\*\*\*\*

To be eligible you MUST do ALL of the following: Complete the DRIVING SAFETY COURSE AFFIDAVIT, enter a plea and have NOTARIZED. Mail AFFIDAVIT, Proof of Insurance, Copy of Driver's License and a Cashier's Check or Money Order for \$144.00 (\$169.00 if in school zone). ALL ITEMS MUST BE POSTMARKED BY YOUR APPEARANCE DATE THAT IS NOTED ON CITATION.

### JUVENILES

Minor (17 yrs. - 20 yrs.) ~ Juvenile (16 & under).

MINORS/JUVENILES, ALCOHOL & SCHOOL RELATED OFFENSES - **MUST CONTACT THE COURT TO SCHEDULE AN APPOINTMENT TO APPEAR WITH PARENT OR LEGAL GUARDIAN.**

## Schedule of Fines

### SPEEDING:

1 to 10 MPH over.....	\$209.00
11 to 15 MPH over.....	\$234.00
16 to 20 MPH over.....	\$259.00
21 to 25 MPH over.....	\$284.00
26 to 30 MPH over.....	\$309.00
31 MPH and over.....	\$334.00

\*\*SPEEDING IN SCHOOL ZONE ADD \$25.00 TO FINE AMOUNT ABOVE

### OTHER VIOLATIONS:

Defective Equipment.....	\$234.00
Disregard Stop Sign/Red Light.....	\$284.00
Driving while license invalid.....	\$581.00
Expired Driver's License.....	\$181.00
Expired/No MV Registration.....	\$231.00
Fail to Display Driver's License.....	\$181.00
Fail to Yield Right of Way.....	\$234.00
Fail to Change Address on Driver's License.....	\$181.00
Following too Closely.....	\$284.00
Illegal Dumping/Littering.....	\$331.00

Leaving Child unattended in Vehicle.....	\$381.00
No Driver's License.....	\$281.00
No Liability Insurance.....	\$431.00
No Liability Insurance (2 or more Offenses).....	\$831.00
Obscured/Obstructed License Plate.....	\$281.00
Open Container- Alcohol.....	\$331.00
Pass in No Passing Zone.....	\$284.00
Passing/fail to slow for Emergency Vehicle.....	\$581.00
Passing/fail to slow for Emergency Vehicle 2nd Offense.....	\$1,331.00
Permit Unlicensed Driver.....	\$281.00
Safety Seat Violation (car/booster seat).....	\$334.00
Seat Belt Violation (ADULT).....	\$184.00
Seat Belt Violation (CHILD 8-17).....	\$334.00
Unauthorized Glass Tinting.....	\$284.00
Unauthorized use of Temporary Tag.....	\$381.00
Wrong, Altered or Obscured License Plate.....	\$381.00
Wrong, Altered or Obscured License Plate 2nd Offense.....	\$681.00
Unsafe Speed.....	\$234.00
Use of Wireless Device-School Zone.....	\$334.00
Violate Driver's License Restriction.....	\$181.00

FOR VIOLATIONS NOT LISTED, OR IF OCCURRED IN A SCHOOL ZONE OR CONSTRUCTION ZONE WITH WORKERS PRESENT, PLEASE CONTACT THE COURT TO GET CORRECT AMOUNT.

**REPLY FORM**

PRINTED NAME: \_\_\_\_\_ CITATION NO: \_\_\_\_\_

CHECK APPROPRIATE BOXES BELOW, SIGN AND RETURN TO PROPER COURT:

#1 I hereby enter a plea of (  ) GUILTY or (  ) NO CONTEST and waive appearance for trial. A Cashier's Check or Money Order made **PAYABLE TO CITY OF HALLETTSVILLE** in the amount of the fine is enclosed or I have called the court to pay by credit card.

#2. I hereby enter a plea of (  ) GUILTY or (  ) NO CONTEST and waive appearance for trial. **I request a 30 Day extension from appearance date to pay the fine.**

#3. I hereby enter a plea of NOT GUILTY and request a trial by (  ) *I want a Jury Trial*, (  ) I waive my right to a Jury Trial and request a trial before the Court.

Mailing Address: \_\_\_\_\_

E-mail Address: \_\_\_\_\_ Telephone #: \_\_\_\_\_

(Signature) \_\_\_\_\_ DL # \_\_\_\_\_ (date) \_\_\_\_\_

\*\*\*\*\*Mail completed form to the Court listed on front side\*\*\*\*\*

**DRIVING SAFETY COURSE AFFIDAVIT**

**YOU ARE NOT ELIGIBLE FOR DSC:** IF you were cited for driving 25 MPH or more over the posted speed limit; IF you were cited in a construction zone with workers present; IF you were passing a school bus while loading or unloading; IF you possess a commercial Driver's License per C.C.P. 45.051(f) and 45.0511(s) or IF you have taken the course within 12 months prior to the date of this ticket.

**THIS REQUEST MUST BE MADE IN PERSON OR SENT BY CERTIFIED MAIL - RETURN RECEIPT REQUESTED.**

The above-named person, having been duly sworn, upon oath states the following:

- a. I have not completed a Driving Safety Course under Chapter 543, Subchapter B., Texas Transportation Code for a traffic violation within the past 12 months immediately preceding the date of this citation.
- b. I am not currently enrolled nor approved to take a Driving Safety Course under Chapter 543, Subchapter B., Texas Transportation Code, nor have I taken one within the 12 months immediately preceding the date of this citation that is not yet reflected on my Driving Record as maintained by the Texas Dept. Of Public Safety.
- c. I do possess a valid TEXAS DRIVER'S LICENSE or PERMIT and **enclose a copy** of my **TEXAS DRIVER'S LICENSE**.
- d. I do have liability insurance/financial responsibility pursuant to the Texas Motor Vehicle Safety-Responsibility Act, Chapter 601, Texas Transportation Code and **enclose a copy** of proof of **INSURANCE**.
- e. I am enclosing a **MONEY ORDER/CASHIER'S CHECK IN THE AMOUNT OF \$144.00 (\$169.00 if in a SCHOOL ZONE), PAYABLE TO CITY OF HALLETTSVILLE.** (THIS IS FOR COURT COSTS ONLY)

Based upon the foregoing, I hereby waive trial, enter a plea of (  ) **GUILTY** or (  ) **NO CONTEST**, and request that the Court defer proceedings for 90 days to allow me to complete a Driving Safety Course approved by the Texas Education Agency. I understand that I **MUST SIGN** and **RETURN** an **ORIGINAL COURT CERTIFICATE OF COMPLETION** along with a certified copy of my Driving Record as maintained by the Texas Department of Public Safety. Further instructions will be provided to you.

Defendant's Signature: \_\_\_\_\_ Defendant's Printed Name: \_\_\_\_\_

Defendant's Address: \_\_\_\_\_ City: \_\_\_\_\_ Texas, ZIP: \_\_\_\_\_

Telephone #: (\_\_\_\_) \_\_\_\_\_ Driver's License # \_\_\_\_\_ CITATION #: \_\_\_\_\_

SWORN to and SUBSCRIBED before me, this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

\_\_\_\_\_  
Notary Public/Court Clerk

**THIS FORM MUST BE NOTARIZED AND ALL OF THE ABOVE INFORMATION MUST BE RECEIVED BY YOUR COURT APPEARANCE DATE IN ORDER FOR PERMISSION TO BE GRANTED.**