

MILFORD MUNICIPAL COURT
107 S. MAIN
Mail to
P.O. BOX 26
MILFORD , TEXAS 76670
(972) 493-4193

OFFICE HOURS: MONDAY-FRIDAY 8:00 AM TO 5:00 PM

The citation issued to you by a Milford Police Officer will result in a complaint being filed against you in this court.

This letter is furnished as a courtesy to you by the MUNICIPAL COURT OF MILFORD, OF ELLIS COUNTY, TEXAS. **You must complete the appropriate form on the reverse side for DRIVING SAFETY COURSE OR DEFERRED DISPOSITION (PROBATION).**

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 WILL 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 A CITATION MAY HAVE HIS/HER LICENSE SUSPENDED AS REQUIRED BY LAW.**

NOTE: JUVENILES 16 & UNDER MUST APPEAR IN COURT WITH PARENT OR GUARDIAN. ALL PROVISIONAL DRIVER'S LICENSE HOLDERS WILL BE REQUIRED TO RE-TAKE THE DRIVER'S TEST UPON CONVICTION OF MOVING VIOLATION.

SCHEDULE OF ACCEPTABLE FINES

FOR ANY VIOLATION NOT LISTED CONTACT THE COURT FOR THE PROPER AMOUNT OF FINES.

Speeding- \$135.00 base fine, add \$4.00 for each mile over the posted speed limit.

Speeding in a School Zone.....	\$299.00	Following Too Close.....	\$164.00
25 mph or more over speed limit.....	\$300.00	Safety Belt Violation (Driver or Passenger).....	\$134.00
Passing Authorized Emergency Vehicle.....	\$250.00	Child 4-17 Not Secured by Safety Belt.....	\$204.00
No Driver's License.....	\$167.00	Fail To Maintain Single Lane.....	\$164.00
No Liability Insurance.....	\$377.00	Ran Stop Sign.....	\$217.00

If Corrected on or Before Original Court Date, Your Violation May Be Dismissed with up to a \$20.00 Dismissal Fee.

Expired Vehicle Registration.....	\$116.00	Fail to Display Driver's License.....	\$140.00
No License Plate/or One License Plate.....	\$166.00	Expired Driver's License.....	\$144.00
Defective Equipment.....	\$144.00	No Valid License or Valid Motorcycle License.....	\$194.00
Fail to Report Change of Address.....	\$181.00		

NOTE: CONTACT THE COURT FOR FINE AMOUNT IF THE CITATION WAS ISSUED IN A CONSTRUCTION ZONE WHILE WORKERS PRESENT.

Reply Form: Mail to the Municipal Court indicated at the above address on this form.

Complete information below and appropriate section on reverse side of this form.

Name (Print or type as it appears on your driver's license)

Driver's license number

Current Mailing Address

City, State, Zip

Telephone Number

Citation No.

Date of Citation

Date cited to appear on or before

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.

PAYMENT OF FINE OR NOT GUILTY PLEA (REQUEST FOR TRIAL)

CHECK ONE:

_____ 1. I hereby enter a plea of **GUILTY or NO CONTEST (circle one)** to the charges of _____ and waive jury trial and appearance for trial. Enclosed is a copy of my citation and a **CASHIER'S CHECK OR MONEY ORDER (NO PERSONAL CHECKS ACCEPTED)** for the fine amount made payable to the Milford Municipal Court. (Enclose a self-addressed, stamped envelope if you need a receipt.)

_____ 2. I hereby enter a plea of **NOT GUILTY** to the charge of _____ and request: **A JURY TRIAL / NON-JURY TRIAL (circle only one)**. You will be notified by mail of your pre-trial date.

DEFENDANT'S SIGNATURE

DATE

FINE AMOUNT

3. REQUEST FOR DRIVING SAFETY COURSE

(This section does not apply to holders of Commercial Driver's License)

(Failure To Remit This Form ON OR BEFORE Your Appearance Date Will Result In Ineligibility For The Course)

A Driver's Safety Course Deferral may dismiss some violations. The following affidavit must be completed, signed, and **notarized**. In order to take a driver's safety course in lieu of a conviction being entered on my driving record, I hereby state under oath:

(CIRCLE ONE)

True / False - I have requested the safety course on or before my answer date either in person or by mail.

True / False - I hold a valid Texas Driver License **(Copy Enclosed)**. Non CDL license holders only.

True / False - I have proof of financial responsibility (Liability Insurance) **(Copy Enclosed)**.

True / False - I have not had a safety course in the last 12 months or presently enrolled in a safety course to have a traffic citation dismissed.

True / False - I was **not** going more than 24 mph over the posted speed limit or **not** going more than a speed of 94 mph.

True / False - I understand that I **CANNOT** take the driving safety course if citation was issued in a Construction Zone when workers are Present.

True / False - I am enclosing a cashier's check or money order for **\$109.00** made payable to the Milford Municipal Court. **(NO PERSONAL CHECKS OR ONLINE PAYMENTS WILL BE ACCEPTED)**

True / False - I am **enclosing** a self-addresses, stamped envelope.

I hereby enter a plea of **GUILTY or NO CONTEST (circle one)** to the charge of _____ and request the safety course deferral. I understand I will be required to pay a fee to the safety class of my choice **and remit the SIGNED "COURT COPY" of the Certificate of Completion to the Court with a copy of my TYPE 3A DRIVING RECORD. YOU WILL BE NOTIFIED BY MAIL IF YOUR REQUEST IS GRANTED.**

DEFENDANT'S SIGNATURE

DATE

SWORN TO AND SUBSCRIBED BEFORE ME this the _____ day of _____, 20_____.

SEAL

NOTARY REPUBLIC

4.

REQUEST FOR DEFERRED DISPOSITION (PROBATION)

(This section does not apply to violations committed in a Construction Zone While Workers Present)

If you are under the age of 25 and request probation you will be required to take a Driving Safety Course. If you hold a CDL or if speeding 25 mph or more over the posted speed limit you are NOT eligible. Deferred will be granted at the Judge's discretion. Please be aware, that if granted deferred, the fine amount will be higher than the original fine. **Fee for probation is fine amount plus \$50 at time of request. You will be placed on probation for no more than 180 days. At the end of your probation period, you will mail back the affidavit provided by the court. YOU WILL BE NOTIFIED BY MAIL IF YOUR REQUEST IS GRANTED.**

Deferred Requirements: 1) Submit this form signed and dated. 2) Copy of Driver's License 3) Self-addressed stamped envelope.

4) Fine amount plus \$50.00 **(Money Order or Cashier's Check ONLY. NO PERSONAL CHECKS OR ONLINE PAYMENTS WILL BE ACCEPTED.)**

GUILTY or NO CONTEST (circle one)

DEFENDANT'S SIGNATURE

DATE