

## DEFERRED DISPOSITION APPLICATION INSTRUCTIONS

YOU MUST MEET THE QUALIFICATIONS TO REQUEST TO HAVE YOUR CITATION PLACED ON DEFERRED DISPOSITION (90 DAYS UNSUPERVISED PROBATION)

### ELIGIBILITY & QUALIFICATIONS ARE LISTED ON THE NEXT PAGE

IF YOU QUALIFY, YOU MUST SUBMIT THE ATTACHED APPLICATION/ REQUEST FORM TO THE COURT ALONG WITH

- A COPY OF YOUR VALID DRIVERS LICENSE
- YOU MAY SUBMIT PAYMENT AT THE TIME OF THE REQUEST OR SELECT A 30 DAY PAYMENT OPTION ON THE APPLICATION **(IF YOU DO NOT SELECT EITHER, YOUR REQUEST WILL BE REJECTED)**
- REQUEST MADE BY MAIL CAN PAY WITH YOUR PERSONAL CHECK OR MONEY ORDER
- REQUEST MADE IN PERSON CAN PAY WITH CASH, YOUR PERSONAL CHECK, MONEY ORDER, CREDIT OR DEBIT (ALL CARD PAYMENTS WILL HAVE A 2.19% PROCESSING FEE)
- IF YOU REQUEST A 30 DAY PAYMENT OPTION, YOU WILL RECEIVE INSTRUCTIONS ON HOW TO PAY

YOUR APPLICATION AND THE ITEMS LISTED ABOVE **MUST BE RECEIVED BY THE COURT ON OR BEFORE THE ANSWER DATE ON THE CITATION**

TO MAIL THE APPLICATION, SEND TO:  
PROSPER MUNICIPAL COURT  
PO BOX 307  
PROSPER, TX 75078

**(IF YOU MAKE YOUR REQUEST BY MAIL, IT MUST BE RECEIVED BY THE COURT ON OR BEFORE THE ANSWER DATE ON YOUR CITATION. A REPLY WILL BE SENT TO YOU BY MAIL WITHIN 10 BUSINESS DAYS. YOU MAY CONTACT THE COURT TO VERIFY THAT YOUR REQUEST WAS RECEIVED)**

COURT DROP BOX, LOCATION:  
TOWN HALL BUILDING – PARKING LOT  
250 W. FIRST STREET  
PROSPER, TX 75078

**(THE DROP BOX IS CHECKED EACH MORNING AT 8:30 AM, IF YOU PLAN ON REQUESTING DEFERRED AND PLACING YOUR REQUEST IN THE DROP BOX, IT MUST BE IN THE DROP BOX BY 8:30 AM ON OR BEFORE THE ANSWER DATE ON YOUR CITATION)**

DO NOT PAY THE CITATION ONLINE PRIOR TO RECEIVING APPROVAL FROM THE COURT - THIS WILL CAUSE YOUR CASE TO CLOSE AND REQUIRE THAT YOU FILE A MOTION FOR A NEW HEARING

THE COURT DOES NOT ACCEPT THIRD PARTY OR COMPANY OR BUSINESS CHECKS FOR PAYMENT

PLEASE CALL THE COURT TO VERIFY THE CORRECT AMOUNT OR IF YOU HAVE ANY QUESTIONS  
AT 972-347-3020

**INCOMPLETE APPLICATION WILL BE REJECTED AND REQUEST WILL BE DENIED**

YOU MAY BE ELIGIBLE TO BE PLACED ON DEFERRED DISPOSITION (90 DAYS UNSUPERVISED PROBATION)

**TO BE ELIGIBLE YOU MUST:**

- HAVE NOT BEEN CHARGED WITH SPEEDING 25 MILES OVER THE POSTED SPEED LIMIT
- NOT CHARGED WITH DRIVING MORE THAN 90 MPH
- HAVE NOT BEEN CHARGED WITH A TRAFFIC OFFENSE IN A CONSTRUCTION ZONE
- NOT HAVE BEEN INVOLVED IN ACCIDENT AT THE TIME THE CITATION WAS ISSUED
- MUST HAVE A VALID AND CURRENT DRIVERS LICENSE (NOT HOLD A COMMERCIAL DRIVERS LICENSE)
- IF YOU ARE CURRENTLY ON DEFERRED WITH OUR COURT, YOU WILL HAVE TO SEE THE JUDGE

PLEASE BE ADVISED OF THE FOLLOWING POSSIBLE PROBATION CONDITIONS:

- IF YOU ARE UNDER THE AGE OF 25, YOU WILL BE REQUIRED TO TAKE A TEXAS APPROVED DRIVER SAFETY COURSE AS A CONDITION OF THE DEFERRED ORDER (PROBATION).
- IF YOU HAVE A PROVISIONAL LICENSE, YOU WILL BE REQUIRED TO TAKE THE OVER THE ROAD EXAM WITH DPS FOR AN ADDITIONAL FEE OF \$10.00

IF YOU ARE UNDER THE AGE OF 17, YOU CANNOT REQUEST TO TAKE A DRIVER SAFETY COURSE WITHOUT MAKING A COURT APPEARANCE TO SEE A JUDGE ALONG WITH A PARENT OR LEGAL GUARDIAN, PLEASE SEE THE INFORMATION ON YOUR CITATION

PLEASE CALL THE COURT CLERK'S OFFICE TO VERIFY ELIGIBILITY AND PAYMENT AMOUNT IF YOU HAVE QUESTIONS AT 972-347-3020

IF YOU ARE GOING TO COME TO THE CLERKS OFFICE IN PERSON TO APPLY FOR DEFERRED ON OR BEFORE YOUR ANSWER DATE ON YOUR CITATION, YOU WILL NOT BE ABLE TO USE THIS FORM. THIS FORM IS FOR MAIL IN REQUEST ONLY.

**APPLICATION ON NEXT PAGE**

**(PLEASE USE BLUE OR BLACK INK ONLY)**

STATE OF TEXAS  
VS

§  
§  
§

CITATION OR CASE NUMBER:

\_\_\_\_\_

\_\_\_\_\_  
Defendant (print your name)

OFFENSE DATE:

\_\_\_\_\_

For the offense of

\_\_\_\_\_  
(print the offense as listed on the citation)

I enter my appearance by mail or in person and waive my right to trial by jury or trial by court. I understand that by entering a plea by mail, providing payment and required documents, my court appearance will be waived as long as accepted by the Municipal Court Judge. Failure to include required documents and payment will result in my request being rejected. I also understand that it is my responsibility to provide a current and valid address to the court at the time of this submittal.

I enter a No Contest plea and request to be placed on deferred disposition – 90 days unsupervised probation and state the following:

1. I am eligible to be on deferred disposition (probation)
2. I have a valid and current Drivers License ( a copy is included with this application)
3. I am not currently on deferred disposition with the Prosper Municipal Court
4. I am not under the age of 17
5. I have verified my deferred fee of \$ \_\_\_\_\_

\_\_\_\_\_ My deferred fee payment of is included with this request (money order or your personal check)

\_\_\_\_\_ I would like 30 days to pay deferred fee

I understand that If I am approved, I may be required to do the following:

- A. If I am under the age of 25, must take a six (6) hour drier safety course and submit completion certificate within the 90 days of this probation as a condition ordered by the Judge
- B. If I hold a provisional license, must take the DPS over the road exam and submit passing letter to Court within the 90 days of probation as a condition ordered by the Judge

I have read and understand my plea and understand that this plea and application must be received by the court on or before the answer date on my citation. I also understand that it is my responsibility to follow all instructions returned to me by the court regarding my request and that I may contact the court at 972-347-3020 if I have any questions.

Date \_\_\_\_\_

\_\_\_\_\_  
Defendant Signature

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Address

\_\_\_\_\_  
City/State/Zip

\_\_\_\_\_  
Email Address (not required)

**IF YOU HAVE REQUESTED 30 DAYS TO PAY, DO NOT PAY ONLINE UNTIL YOU HAVE RECEIVED NOTICE FROM THE COURT THAT YOUR APPLICATION / REQUEST HAS BEEN APPROVED**