

DRIVER SAFETY COURSE APPLICATION INSTRUCTIONS

YOU MUST MEET THE QUALIFICATIONS TO REQUEST TO TAKE A DRIVER SAFETY COURSE WHICH KEEPS A MOVING VIOLATION FROM BEING REPORTED TO THE DEPARTMENT OF PUBLIC SAFETY AND YOU MUST BE APPROVED BY THE COURT PRIOR TO TAKING THE COURSE.

ELIGIBILITY & QUALIFICATIONS ARE LISTED ON THE NEXT PAGE

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

- SIGNED AND NOTARIZED AFFIDAVIT (IF YOU COME IN PERSON THE CLERK WILL NOTARIZE)
- COPY OF VALID TEXAS DRIVERS LICENSE
- COPY OF CURRENT INSURANCE LISTING YOU AS AN INSURED DRIVER
- PAYMENT (CALL THE COURT TO VERIFY YOUR AMOUNT)
 - \$144.00 IF NOT IN A SCHOOL ZONE
 - \$169.00 IF VIOLATION IS IN A SCHOOL ZONE

YOU MAY MAIL THE APPLICATION OR YOU MAY BRING IT TO THE COURT IN PERSON

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, 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)

TO BRING IN PERSON, COME TO:

PROSPER MUNICIPAL COURT – TOWN HALL

250 W. FIRST STREET

PROSPER, TX 75078

PAYMENT MAY BE IN THE FORM OF YOUR PERSONAL CHECK (NO BUSINESS CHECKS), MONEY ORDER OR CASHIER'S CHECK. PAYMENTS **CANNOT BE MADE ONLINE**. YOU MAY ALSO USE CREDIT OR DEBIT CARDS IF MAKING REQUEST AND PAYMENT IN PERSON AT THE COURT OFFICE. THERE IS A 2.19% PROCESSING FEE ON ALL CARD TRANSACTIONS

INCOMPLETE APPLICATION WILL BE REJECTED AND REQUEST WILL BE DENIED

YOU MAY BE ELIGIBLE TO ATTEND A DRIVER SAFETY COURSE OR A MOTORCYCLE OPERATOR-TRAINING COURSE FOR DISMISSAL OF ONE TRAFFIC OFFENSE CHARGED ON YOUR CITATION.
TO BE ELIGIBLE YOU MUST:

- HAVE NOT COMPLETED A COURSE WITHIN THE 12 MONTHS PRECEEDING THE DATE OF THE CITATION
- NOT CURRENTLY TAKING A COURSE FOR ANOTHER CITATION
- 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 CONTRUCTION ZONE
- HAVE NOT BEEN INVOLVED IN ACCIDENT AT THE TIME THE CITATION WAS ISSUED
- MUST HAVE A VALID TEXAS DRIVERS LICENSE (NOT HOLD A COMMERCIAL DRIVERS LICENSE)
- MUST BE ABLE TO PROVIDE PROOF OF BEING LISTED ON A CURRENT TEXAS LIABILITY INSURANCE POLICY
- YOU MUST BE APPROVED BY THE COURT PRIOR TO TAKING THE COURSE

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, 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

APPLICATION ON NEXT PAGE

STATE OF TEXAS

§

CITATION OR CASE NUMBER:

VS

§

§

OFFENSE DATE:

Defendant *(print your name)*

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 take a Driver Safety Course and state the following:

1. I am eligible to take a driver safety course
2. I have a valid Texas Drivers License (a copy is included)
3. I am listed on a current Texas Liability Insurance Policy (a copy is included)
4. I am not under the age of 17
5. I am able to pay the court costs of \$144.00 (non-school zone) or \$169.00 (violation in school zone) and that payment is included with this application
6. I have a signed and notarized driver safety course affidavit included with this application

I understand that if I am approved, I will be required to do the following:

- A. Take a state approved six (6) hour driver safety course
- B. Submit a signed course completion certificate within 90 days of approval to take course
- C. Submit a certified copy of my driving record (\$12.00 from DPS) to the court within 90 days along with course certificate
- D. If I fail to comply with these requirements, I will be able to appear in person to see the Municipal Court 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)

DO NOT TAKE THE COURSE OR REQUEST YOUR DRIVING RECORD UNTIL YOU HAVE RECEIVED NOTICE FROM THE COURT THAT YOUR APPLICATION / REQUEST HAS BEEN APPROVED

DRIVER SAFETY COURSE AFFIDAVIT

CITATION NUMBER: _____

STATE OF TEXAS
VS

IN THE MUNICIPAL COURT
TOWN OF PROSPER
COLLIN COUNTY, TEXAS

Defendant (printed name)

(THIS FORM MUST BE NOTARIZED OR SIGNED IN PERSON BEFORE THE COURT CLERK)

A F F I D A V I T

I, the above named defendant, state under oath that I was not in the process of taking a driving safety course or motorcycle operator training course, as applicable, under Art. 45.0511, Code of Criminal Procedure, on the date the request to take the course was made and had not completed such a course that is not shown on my driver's record as maintained by the Texas Department of Public Safety within the 12 months preceding the date of the offense, or if active military I haven't taken a driving safety course within the 12 months preceding the date of the offense in any state.

Defendant's Signature

Current Address

City/State/Zip

Daytime Contact Number

Sworn and Subscribed before me, the undersigned authority on the _____ day of _____, 20_____.

Court Clerk or Notary Public