

REPLY FORM

**Mail to the Onalaska Municipal Court. Enclose your copy of the citation with your reply.
Enclose a self-addressed stamped envelope if you need a receipt or any further correspondence.
By entering a plea of guilty or no-contest by mail you are declining to request discovery of evidence in your case.**

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

Driver's License Number

Current Mailing Address

City, State, Zip Code

Telephone Number

CHECK ONE:

- I hereby enter a plea of **GUILTY and waive appearance for trial**. A Cashier's Check or Money Order is enclosed.
- I hereby enter a plea of **NO CONTEST and waive appearance for trial**. A Cashier's Check or Money Order is enclosed.
- I hereby enter a plea of **NOT GUILTY and request a trial by JURY** and request the Court to advise me of my trial date by first class mail
- I hereby enter a plea of **NOT GUILTY and request a trial by JUDGE, waive my right to a jury trial**, and request the Court to advise me of my trial date by first class mail.

***** Juveniles 16 and Under Must Appear In Person, In Open Court, With a Parent, Guardian, or Custodian Present *****

IT IS THE SOLE RESPONSIBILITY OF THE DEFENDANT TO PROVIDE THE COURT WITH A VALID CURRENT MAILING ADDRESS

Signature

Date

Fine Amount

Mail the above REPLY FORM with your payment or NOT GUILTY PLEA to the Court on or before your appearance date.

MAIL THIS REQUEST FORM BELOW TO THE MUNICIPAL COURT

REQUEST FORM and SWORN AFFIDAVIT

For

DRIVING SAFETY COURSE OR MOTORCYCLE OPERATOR TRAINING SAFETY COURSE

Approved by the Texas Department of Licensing and Regulations

READ CAREFULLY / THE COURT WILL NOT CONTACT YOU

**Failure to remit this form on or before your appearance date will result in ineligibility for the course
By entering a plea of guilty or no-contest by mail you are declining to request discovery of evidence in your case.**

I hereby enter a plea of **NO CONTEST** **GUILTY**. I possess a valid Texas driver's license or permit. **(must enclose copy of driver's license)**.
I **HAVE NOT** taken a driving safety course or motorcycle operator training safety course in lieu of paying a fine **during the past 12 months**.
I am **NOT** in the process of taking a driving safety course or motorcycle operator training safety course to dismiss another offense in another Court.
I have **NOT** completed a driving course or motorcycle course that is not yet reflected on my driving record.
I understand I **CANNOT** take the driving safety course if I am accused of speeding 25 MPH or more over the posted speed limit.
I will send a copy of my certified driving record from the Texas Department of Public Safety within 90 days. (Form attached, \$10.00 fee to DPS required)
I have **provided proof of Financial Responsibility (Liability Insurance)**.
I have **ENCLOSED** a Cashier's Check or Money Order made payable to the "City of Onalaska" for the court cost due in the amount of **\$ 146.00**

Send driving safety course or motorcycle operator training safety course fee by the due date on the citation. This will only resolve one charge.

**YOU HAVE NINETY DAYS FROM THE DATE OF YOUR PLEA TO THE COURT
TO SUCCESSFULLY COMPLETE A DRIVING SAFETY COURSE / MOTORCYCLE OPERATOR TRAINING SAFETY COURSE
NO EXTENSION OF THAT TIME WILL BE ALLOWED**

I UNDERSTAND THIS FORM MUST BE SIGNED BEFORE A NOTARY PUBLIC OR THE MUNICIPAL COURT CLERK

X _____
Defendant's Signature

Sworn to and subscribed before me this _____ day of _____, 20____.

X _____ (SEAL)
Notary Public / Municipal Court Clerk

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

Texas Driver's License Number

Current Mailing Address

City, State, Zip Code

Telephone Number

You may obtain a certified type 3A copy of your Texas Department of Public Safety Driving Record for a fee at dps.texas.gov.