

**PLEASANTON MUNICIPAL COURT**  
P. O. Box 209 (108 Second St.), Pleasanton, TX 78064  
Phone: (830)281-6828      email: [municipalcourt@pleasantontx.gov](mailto:municipalcourt@pleasantontx.gov)

**DRIVING SAFETY COURSE REQUEST FORM**

**Note that this request must be made on or before the response date on your citation or within 15 days from the date the citation was issued on you. When mailing in your request for a Driving Safety Course, we will go by the postmarked date on the envelope and not the date we received the request.**

CITATION NUMBER: \_\_\_\_\_ OFFENSE: \_\_\_\_\_

NAME: \_\_\_\_\_ PHONE NUMBER: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CITY/ STATE/ ZIP: \_\_\_\_\_

I hereby enter an appearance on the above named complaint; I understand that I have the right to a trial by jury. I hereby waive my right to a jury trial; enter a plea of NO CONTEST to the above complaint, and request to take a driving safety course.

**I understand that I must:**

1. Present to the Court a valid (non-commercial) TEXAS driver's license or an active military ID. (**Send a copy with this request or attach a photo if sent by email**).
2. Present to the Court valid proof of financial responsibility (vehicle liability insurance) for yourself or the vehicle you were operating at the time the citation was issued. (**Send a copy with this request or attach a photo if sent by email**).
3. Pay to the court the applicable court costs (\$109.10 or 134.10 if cited in a school zone). (**Send a payment with this request or attach a photo if sent by email**).

**I understand that I must submit the following documents to the Court within 90 days of this request after it has been granted:**

1. Present the Court a certified copy (type 3A) of my driving record as maintained by the Texas Department of Public Safety. You can request it online at the following address <http://texasonline.state.tx.us/category.jsp>
2. A uniform certificate of course completion of an approved driving course or motorcycle operator training course by the Texas Education Agency (TEA).

**I understand that:**

1. If I comply with all the conditions above, the charge against me will be dismissed and the Court will report to DPS the completion date of the driving safety course for inclusion on my driving record.
2. If I fail to present to the Court ALL of the above required information and payment within the given time, the Court will order a hearing to be held for me to show cause why I have failed to timely comply with all my requirements.
3. If I fail to appear at the show cause hearing, the Court will impose Judgment, a fine will be assessed, the conviction will be reported to DPS, and a warrant will be issued for my arrest.

I hereby swear under oath that I am not in the process of taking a driving safety course under Article 45.0511, C. C. P., nor have I completed a course under that section in the past 12 months that is not yet reflected on my driving record as maintained by the Texas Department of Public Safety.

Sworn and subscribed before me, the undersigned authority on \_\_\_\_\_, 20\_\_\_\_\_.

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

\_\_\_\_\_  
Notary Public in and for the State of Texas