



WEST LAKE HILLS MUNICIPAL COURT
911 Westlake Drive | West Lake Hills, TX 78746 | Ph: 512-327-1862
www.westlakehills.org

Today's Date Citation No. Offense:

Prior to entering my plea of guilty or nolo contendere, I have the option to view all documents and evidence in my case, excluding those documents ordered withheld by a court of proper jurisdiction. I waive my option to review the documents and evidence in my case.

NOW COMES THE Defendant in the above numbered case and requests that the Court defer all proceedings in this matter for 90 days and that he/she be permitted to attend a driving safety course.

- A. The Defendant represents the following to the Court by the initial appearance date:
1. I have not attended any driving safety course during the last 12 months for the purpose of having a ticket dismissed.
2. I am not in the process of taking a driving safety course for the dismissal of a ticket.
3. I have a valid Texas Driver's License, permit to operate a motor vehicle, or Military ID.
4. I have attached a copy of my proof of financial responsibility (insurance) showing that I am currently a covered driver.
5. I have attached a copy of my valid Texas Driver's License, permit, or Military ID. I do not have a Texas Commercial Driver's License.
6. Payment of court costs and administrative fees, total due is \$109.00 (regular zone) or \$134.00 (school zone). No personal or business checks. Money order or cashier check only for mail-in requests.
B. I understand that within 90 days from this date I must;
1. I must wait for an approval letter from the court with instructions
2. Complete and present to the Court the original certificate (signed by defendant) showing completion of the course Agency or a verification of completion of the motorcycle operator training course (if applicable) and
3. Present a certified (version 3A) copy of your driving record from the Department of Public Safety (DPS).
C. I understand that if I do not comply with the above conditions;
1. I fail to present to this court a uniform certificate of a driving safety course and a certified driving record within the 90 days, I will be required to attend a show cause hearing.
2. I fail to appear at the show cause hearing, the court will apply the fine, enter a conviction and a capias pro-fine warrant will be issued for my arrest.

DEFENDANT'S SIGNATURE X EMAIL: PHONE:

DEFENDANT'S ADDRESS: CITY STATE ZIP CODE

STATE OF
COUNTY OF

BEFORE ME, the undersigned authority, on this day appeared, known to me to be the person who subscribed the foregoing instrument, and acknowledged to me that the information contained therein is true and correct to the best of his/her knowledge. Given under my hand and seal of office on this day of, 20.

X Notary Public in and for the State of

(seal)

THIS FORM MUST BE NOTARIZED.

IF YOU WOULD LIKE TO PAY & SUBMIT YOUR REQUEST ONLINE. YOU MAY UPLOAD THE NOTARIZED AFFIDAVIT AT WWW.MUNICIPALONLINEPAYMENTS.COM/WESTLAKEHILLSTX
REQUESTS RECEIVED AFTER THE INITIAL APPEARANCE DATE ARE NOT ELIGIBLE FOR ONLINE SUBMISSION.