

JUSTICE COURTS, BURLESON COUNTY, TEXAS

CULLEN "DUSTY" TITTLE, J.P., Pct. #1
P.O. Box 136, Deanville, Texas 77852
6399 FM 111, Caldwell, Texas
(979) 535-4761
Fax# (979) 535-7344
jp1@burlesoncounty.org

JOHNNY R. TOWSLEE, J.P., Pct. #3
100 W. Buck St., Suite 101
Caldwell, Texas 77836
(979) 567-2301
Fax# (979) 567-0587
jp3clerk@burlesoncounty.org

Personal Checks NOT ACCEPTED
Credit Card Payment Available
Contact the appropriate J.P. Office for payment information
co.burleson.tx.us

BILL ORSAK, J.P., Pct. #2
P.O. Box 250, Snook, Texas 77878
9434 Slovacek Rd., Snook, Texas
(979) 272-3656
Fax# (979) 272-4501
jp2@burlesoncounty.org

JASON URBANOSKY, J.P., Pct. #4
16955 SH 36 South
Somerville, Texas 77879
(979) 596-1412
Fax# (979) 596-3795
jp4@burlesoncounty.org

Do Not Call the JP Office until you have read this form.

Telephone Call Does Not Constitute Appearance

This letter is furnished as a courtesy to you by the Justice Courts of Burleson County, to assist you in processing the charge(s) against you.

- 1. PLEASE NOTE: The Judge cannot discuss the merits of a pending judicial proceeding prior to trial. This means the Judge cannot discuss your citation with you before the trial.
2. If you FAIL TO RESPOND to the charge(s) BY THE APPEARANCE DATE SHOWN ON THE CITATION, an additional charge may be filed against you for Violate Promise To Appear, warrants will be issued for your arrest, and you may be denied renewal of your driver's license.
3. If you wish to enter a plea of GUILTY OR NOLO CONTENDERE, please indicate in the proper space provided. Refer to the fine schedule to determine the total amount of fine(s) and costs acceptable by the Court. (These fines apply only to cases handled prior to court trial or judgment being entered.) RETURN A COPY OF THE CITATION AND THIS LETTER WITH YOUR REMITTANCE TO ASSURE PROPER CREDIT OR FOLLOW INSTRUCTIONS ONLINE.
*** A \$2.00 TRANSACTION FEE SHALL BE ADDED FOR EACH PAYMENT MADE. ***
4. If this is a charge that can be dismissed by a Driving Safety Course and you wish to take the Driving Safety Course, advise the Court by checking #3 on this plea form. (See other side.) You will lose this right if you do not provide this request to take the course on this plea form on or before your appearance date. If you are mailing this request, send it certified return receipt.
5. If you wish to enter a plea of NOT GUILTY and desire a trial, advise the court by checking #4 or #5 on the Plea Form on or before the appearance date. You will be notified by the court when to appear for trial.
6. The court may provide an alternative to the full payment of any fine or costs assessed against you, if you are convicted of an offense and unable to pay the full amount.

Plea Must be Made In Writing or In Person
On or Before Your Appearance Date Printed on Citation
JUVENILES 16 & UNDER MUST HAVE PARENT CONTACT COURT TO SET AN APPEARANCE WITH THE JUDGE.
Telephone Call Does Not Constitute Appearance

PLEA FORM

(Mail to the Justice Court marked above. Enclose your copy of the Citation with your reply. Enclose a self addressed, stamped envelope if you would like a receipt.)

NAME (Print or type - as it appears on your driver's license) Driver's License Number

Current Mailing Address City/State/Zip Telephone Number

Citation Number Date of Citation E-mail Address

- Check One: (Any and all requests must be submitted in writing.)
1. I hereby enter a plea of GUILTY and waive appearance for trial. Payment in the amount of the fine(s) is enclosed. (Make your remittance payable to the Justice Court indicated above.)
2. I hereby enter a plea of NOLO CONTENDERE and waive appearance for trial. Payment in the amount of the fine(s) is enclosed. (Make your remittance payable to the Justice Court indicated above.)
3. I hereby enter a plea of GUILTY or NOLO CONTENDERE and request a Driver Safety Course. (IF ELIGIBLE) See reverse side for instructions.
4. I hereby enter a plea of NOT GUILTY and waive my right to a jury trial and request trial by JUDGE (Bench Trial). I understand the Court will notify me by mail of my trial date. You must advise the court of any changes in address.
5. I hereby enter a plea of NOT GUILTY and request trial by jury. I understand the Court will notify me by mail of my trial date. You must advise the court of any changes in address.

Signature Date Fine Amount

**SCHEDULE OF ACCEPTABLE FINE AND COSTS
BURLESON COUNTY JUSTICE COURTS**

ALCOHOL BEVERAGE, COMMERCIAL LICENSE AND WEIGHT AND ANY OTHER
OFFENSES NOT LISTED CONTACT THE OFFICE CIRCLED

Revised 10/01/2023

SPEEDING

1-9 mph over limit	\$225.00
10-14 mph over limit	\$250.00
15-19 mph over limit	\$275.00
20-24 mph over limit	\$320.00
25+ mph over limit	\$334.00

OTHER TRAFFIC VIOLATIONS

Driver License Violation	\$275.00-\$445.00
**No Liability Insurance - 1st Offense	\$425.00
Fail To Stop For School Bus Load/Unload	\$650.00
*Registration Violations	\$200.00
Safety Belt Violations	\$180.00
Open Container	\$320.00
All Other Violations	Contact Court

***** A \$2.00 TRANSACTION FEE SHALL BE ADDED FOR EACH PAYMENT MADE.*****

Citations in a construction zone with WORKERS PRESENT will double the fine amount.

ALL ACTION MUST BE TAKEN PRIOR TO THE APPEARANCE DATE ON YOUR CITATION:

* If your vehicle registration has expired, you may renew your registration at your Tax Office before your first court appearance. You must pay the Tax Office penalty fee required. You must pay \$10 to have your registration case dismissed.

** If you received a citation for a no proof of insurance, you must provide proof that you had insurance on the date and time the citation was issued to have your case dismissed. A follow-up phone call will be made to verify insurance coverage.

*** If you received a citation for a Driver's License violation, you may take care of this by renewing your license within 20 working days of the citation or your first court appearance, whichever is later. A \$20.00 dismissal fee will be charged.

REQUEST FOR DRIVING SAFETY COURSE

1. Request must be made on or before the appearance date on your citation. This form is your written request.
2. Possess a valid Texas Driver License.
3. Enter a plea of Nolo Contendere or Guilty.
4. Read and sign the affidavit below in the presence of a notary. Affidavit MUST BE NOTARIZED.
5. Payment of \$144.00 plus a \$2.00 transaction fee, a total of \$146.00, MUST accompany request. No personal checks accepted.
6. YOU MUST RECEIVE APPROVAL FROM THE COURT BEFORE TAKING CLASS.
7. Provide proof of current insurance. (Within 90 days).
8. Provide certified copy of your driving record from the DPS. (Within 90 days) www.dps.texas.gov DR Type 3A.
9. Must have Driving Safety Course Certificate of Completion filed with the Court within this 90 day period. (No Extension Granted)
10. You are not eligible for a DSC if you possess a Commercial Driver License; driving 25 mph or more over posted speed; or at a speed of 95 mph or more.

SWORN AFFIDAVIT

I hereby swear or affirm that I have NOT completed a Driving Safety Course in the twelve months proceeding this offense date for the purpose of ticket dismissal. I am not in the process of taking a Driving Safety Course under Article 45.0511, Code of Criminal Procedure, that is not yet reflected on my official Driving Record.

X _____ Date _____

Sworn to and Subscribed before me, the undersigned authority, on (date) _____, 20____.

X(Notary) _____

**DO NOT CALL
the JP Office until
you have read
this form.**

**Personal Checks
NOT ACCEPTED**

Credit Card
Payment Available
Contact the
appropriate J.P. Office
for payment
information

co.burleson.tx.us