

**ATTENTION: PLEASE READ BEFORE CALLING THE COURT**

**Municipal Court Phone: 903-425-6614**

**Eustace Municipal Judge Donna Mathis**

**Municipal Court Clerk RENEE REESE**

*Please note: The Judge CANNOT discuss the merits of a pending judicial proceeding prior to court.*

*(Canon 3(5) Code of Judicial Conduct)*

This letter is a courtesy to assist you in disposing of the charges filed against you, and fines may be changed at the discretion of the Court. **A PHONE CALL IS NOT ACCEPTED AS AN APPEARANCE BEFORE THIS COURT.**

**PLEA FORM (check one and sign)**

I hereby enter a plea of \_\_\_\_\_ GUILTY \_\_\_\_\_ NO CONTEST, and I waive my right to a jury trial.

I hereby enter a plea of NOT GUILTY and request a \_\_\_\_\_ JURY TRIAL \_\_\_\_\_ NON-JURY TRIAL (TRIAL BY JUDGE).

Signature \_\_\_\_\_

Date: \_\_\_\_\_

Request deferred disposition \_\_\_\_\_

Call for special expense fee and send stamped self-addressed envelope with your payment.

Request driving safety course \_\_\_\_\_

Pay **\$144.00** for driving safety course. If in a School Zone, add \$ 25.00. **Send payment by certified mail (NO LATER THAN COURT APPEARANCE DATE)** with stamped, self-addressed envelope.

**You must appear by one of the options below:**

- **IN PERSON:** you must appear on or before the appearance date and time given on your citation  
-OR-
- **BY MAIL:** enter your appearance by completing the plea form above and mailing it to the court by court appearance dated listed on citation
- **If you do not make contact with court on or before your court date, a warrant will be issued along with a Violate Promise to Appear**

*ALL PERSONS UNDER 17 must appear **in person** before the judge with parent or legal guardian or proof of marriage. **NO PLEAS BY MAIL.***

*PERSONS UNDER 21 CHARGED WITH ALCOHOL-RELATED OFFENSE must appear **in person** before the judge with parent or guardian. **NO PLEAS BY MAIL.***

*PERSONS UNDER 18 CHARGED WITH TOBACCO OFFENSES must appear **in person** before the judge.*

*Complaints or Compliments on Officers can be sent to address posted or emailed to: [police@eustacetexas.org](mailto:police@eustacetexas.org)*

**Payment Options**

- **Cashier check** or **Money order** payable to: Eustace Municipal Court PO Box 579 Eustace, Texas 75124
- **Credit Card** (Visa, Discover, or Master Card) by phone or online at <https://www.govrec.com/home/eustacecitx>

• **WE DO NOT ACCEPT PERSONAL CHECKS!!!**

**ATTENTION: There is no driving safety course or deferred disposition for any person who holds a Commercial driver's license (CDL).**

This form must be returned with your citation. If you need a receipt or any paperwork, including driving safety course or deferred disposition paperwork, from the court, you must send a self-addressed stamped envelope with your payment.

**SEND CERTIFIED MAIL NO LATER THAN COURT APPEARANCE DATE LISTED ON YOUR CITATION  
PLEASE DO NOT TAKE DRIVING SAFETY COURSE WITHOUT COMPLETING THIS PAPERWORK FIRST.**

**Driving Safety Course Request**

**(Read, complete and notarize if you intend to take driving safety course)**

I request a driving safety course. I am competent to make this Affidavit. I am not in the process of taking a driving safety course. I have not completed a driving safety course that is not yet reflected on my driving record, and I have not completed a driving safety course in the last twelve months of the date of this citation. I am enclosing all requested items and sending by certified mail. My offense was not for: passing a school bus, going 25 miles over posted speed limit, and I do not have a commercial driver's license. I am enclosing \$144.00, (\$169.00 if in a School Zone, a copy of my Texas Driver's License, a copy of liability insurance, and a stamped self-addressed envelope.

\_\_\_\_\_  
Printed Name Signature

Subscribed and sworn to before me on the \_\_\_\_ day of \_\_\_\_\_, 20\_\_, to certify which witness my hand and official seal.

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

Schedule of fines (with court costs included). Contact court for violations not listed here.

Violate promise to appear	\$364.00	Fail to control speed	\$275.00
Expired inspection	\$217.00	Fail to control speed with accident	\$334.00
Expired registration	\$217.00	Seat belt violation (adult)	\$194.00
Expired driver's license	\$217.00	Seat belt violation (child 8 yrs to 17yrs)	\$334.00
No driver's license	\$281.00	Safety seat (under 8)	\$384.00
Invalid driver's license	\$381.00	Fail to stop for school bus	\$581.00
Failure to stop at red light or stop sign	\$237.00	Fail to drive in a single lane	\$237.00
Turn violations	\$237.00	Public intoxication	\$581.00
Defective equipment	\$237.00	Possession of drug paraphernalia	\$581.00
Parking violations	\$217.00	Disorderly conduct	\$382.00
Handicap parking (1st offense)	\$379.00	Open container	\$382.00
Fail to dim head lamps	\$237.00	Cell phone use in a school zone	\$334.00
Passing in no pass zone	\$237.00	Interference with railroad property	\$380.00
Driving w/o liability insurance (1st)	\$431.00	Following too close	\$237.00
Driving w/o liability insurance (2nd)	\$631.00	Failure to display driver's license	\$217.00
Right of way violations	\$275.00	Permitting unlicensed driver to drive	\$281.00
Right of way violations with accident	\$334.00		

	Miles Over	Fine
Speeding Violations	1 thru 5	\$202.00
	6 thru 10	\$207.00
	11 thru 15	\$222.00
	16 thru 20	\$242.00
	21 thru 24	\$292.00
	25 & over	\$334.00

To pay online, please visit  
<https://www.govrec.com/home/eustacecity>