



Kosse Municipal Court
Judge Michelle Nance

FORM 1: STANDARD REPLY FORM

Return form by **CERTIFIED** mail to: **Kosse Municipal Court, P.O. Box 116 Kosse, TX 76653**

READ THIS ENTIRE FORM BEFORE CALLING THE COURT!!!! Email questions to kossecourt@gmail.com

Failure to Remit This Form & Payment on or Before Your Appearance Date Will Result in a Failure to Appear

We accept cash in person, personal checks, cashier's check, money order. **Make Checks Payable to Kosse Municipal Court**

Payments can be made at <http://www.trafficpayment.com> or by phone at 1.800.444.1187

If you wish to make a complaint with respect to this traffic stop, you may call the City of Kosse at 254-375-2212.

State law requires that complaints against police officers be in writing and signed by the person making the complaint.

Name (Print or Type as it appears on your driver's license)			Driver's License Number
Current Mailing Address			Telephone Number
Date of Birth	Citation Number	Date of Citation	Appear Date

ADMONISHMENT OF RIGHTS

You, the Defendant, have the right to enter a plea of guilty, not guilty, or nolo contendere (no contest). You have the right to remain silent. You have a right to retain an attorney to represent you. You have the right to a jury trial. You have the right to confront and cross-examine the witnesses against you. If you have insufficient resources or income to pay a fine or costs, you may appear in Court and request the Court to allow you to discharge all or part of my fine or costs by alternative means such as performing community service. If you are not a citizen of the United State of America, a plea of guilty or no contest for the offense charged may result in deportation, the exclusion from admission to this country, or the denial of naturalization under federal law. You have a right to the possession, or notice, of certain evidence upon your request and the right for a record of said possession or notice to be filed with the Court. **Until the Judgment of the Court is satisfied in full, you are obligated to notify the Court of any change in address, telephone number, or other contact information**

PLEA

_____ 1. I hereby enter a plea of **GUILTY** and waive appearance for trial. Money Order or Check in the amount of the fine(s) is enclosed. (Make remittance payable to Kosse Municipal Court, P.O Box 116, Kosse, TX 76653)

_____ 2. I hereby enter a plea of **NOLO CONTENDERE** (No Contest) and waive appearance for trial. Money Order or Check in the amount of the fine(s) is enclosed. (Make remittance payable to Kosse Municipal Court, P.O Box 116, Kosse, TX 76653)

_____ 3. I hereby enter a plea of **NOT GUILTY** and request a trial. The Court will advise you of your trial date at least 10 days in advance. (YOU MUST REPORT ANY CHANGE OF ADDRESS TO THIS COURT)

*****NOTE: JUVENILES 16 & UNDER MUST COME TO COURT IN PERSON WITH A PARENT OR GUARDIAN*****

*****NOTE: ALL PERSONS **24 AND UNDER MUST COMPLETE DRIVING SAFETY CLASS*******

*****NOTE: ALL PERSONS HOLDING A COMMERCIAL DRIVERS LICENSE **ARE NOT ELIGIBLE FOR DEFERRED OR DSC*******

*****IF YOU ARE JUST PAYING THE CITATION, ONLY SIGN RIGHT BELOW. 1 SIGNATURE ONLY *****

Signature	Date	Amount Enclosed
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Deferred Disposition Admonishment (You must sign both: 1) enter your plea by checking your guilty or no contest plea and signing above and 2) signing this section to request Deferred Disposition – this means 2 signatures are required)

Deferred Disposition is a period of probation that last 90 days. Upon successful completion of all the probation requirements ordered by the Court, a Defendant's case will be dismissed and a final conviction will not be reported on the Defendant's record. To qualify for Deferred Disposition a Defendant cannot have a Commercial Driver's License (CDL) and have not committed their violation within a construction work zone. Defendants must contact the Court to request Deferred Disposition for speeding offenses over 25 mph and for any other violations such as No Insurance (FMFR) and Driving While License Invalid (DWLI).

The required Deferred Disposition payment for all speeding offenses up to 24 mph over and other moving violations is **\$50.00 more than the fine amount**, which will need to be paid at the end of the Deferral Period and sent back with affidavit.

ENCLOSE a self-addressed, stamped BUSINESS size envelope, in which the Court will send you an affidavit for deferred disposition when your 90-day deferral period is over.

I hereby acknowledge that I have read the Deferred Disposition Admonishment and am hereby requesting the Court to grant me Deferred Disposition in my case(s).

Defendant's Signature: _____ Date: _____

CHECKLIST: Included the following items:
<input type="checkbox"/> 1. Standard Reply Form (two signature)
<input type="checkbox"/> 2. Check/Money Order - Fine Amount
<input type="checkbox"/> 3. Self-Addressed, Stamped Business envelope size
* MUST be sent CERTIFIED MAIL or Deferred can be requested online at www.trafficpayment.com for a fee.

FORM 2: DSC (DRIVER'S SAFETY COURSE REQUEST FORM)

READ THIS ENTIRE FORM BEFORE CALLING THE COURT!!!! You can email any questions to kossecourt@gmail.com.

(FAILURE TO REMIT THIS FORM & PAYMENT ON OR BEFORE YOUR APPEARANCE DATE WILL RESULT IN INELIGIBILITY)

Name (Print or Type as it appears on your driver's license)		Driver's License Number	
Current Mailing Address		Telephone Number	
Date of Birth	Citation Number	Date of Citation	Appear Date

Please indicate TRUE or FALSE next to the statements listed. If any are FALSE, you are **NOT** eligible for the Driving Safety Course and you must refer to Form 1.

- I hereby plead NOLO CONTENDERE (No Contest) to the charge as required by the traffic law.
- I have NOT taken a driving safety course during the past 12 months.
- I am not in the process of taking a driving safety course to dismiss another offense.
- I have not completed a driving safety course that is not yet reflected on my driving record.
- I understand that I CANNOT take the driving safety course if I possess a commercial driver's license or committed a serious traffic offense.
- I understand that I CANNOT take the driving safety course if the citation was issued in a Work Zone with Workers Present.
- I understand that I CANNOT take the driving safety course if I am accused of speeding 25 **mph or more** over the posted speed limit.
- I ENCLOSE a valid photo COPY of my TEXAS Driver's License or permit or proof of ACTIVE duty military service if I possess a non-Texas driver's license
- I ENCLOSE proof of Financial Responsibility (insurance). (A photocopy is acceptable---NO ORIGINALS PLEASE!!!)
- Instead of paying the traffic fine, I ENCLOSE a money order or cashier's check in the amount of **\$144.00** to pay for the court costs for Driver's Safety Course (make payable to Kosse Municipal Court)
- I ENCLOSE a certified (3A) driving record from <https://www.dps.texas.gov/section/driver-license/how-order-driver-record> and mail it in now.
- I understand that FAILURE to furnish the court with this form will invalidate my request for a driver's safety course. (If mailing late skip line)
- I understand that I am responsible for completing a Texas DPS approved Driving Safety Course before the expiration of the 90 day extension, and remitting the SIGNED "COURT COPY" of the Certificate of Completion to the Court.
- I understand that this form MUST be NOTARIZED. (Check with your local Bank or school Administration Office.)
- If mailed, I understand that this form MUST be sent **CERTIFIED MAIL**. (Check with your local Post Office.)

YOUR SIGNATURE MUST BE NOTARIZED _____ Subscribed and Sworn before me on _____

Signature of Defendant Requesting DSC _____ NOTARY PUBLIC _____

IF YOU HAVE COMPLIED WITH THE ABOVE REQUIREMENTS, YOU ARE ELIGIBLE FOR THE DRIVER'S SAFETY COURSE. YOU MUST COMPLETE THE DRIVER'S SAFETY COURSE AND SUBMIT THE CERTIFICATE TO THE COURT, ON OR BEFORE THE 90TH DAY FROM YOUR CITATION DATE. YOU WILL NOT RECEIVE CONFIRMATION IN REFERENCE TO THIS REQUEST, UNLESS THE COURT FINDS YOU NOT ELIGIBLE.

IF YOU COMPLETE THESE REQUIREMENTS, the Court will dismiss your case and report to DPS the date that you completed your course. IF YOU FAIL TO COMPLETE THESE REQUIREMENTS, you will have an additional \$15.00 State Time Fee added to the original fine amount that is then due immediately. The citation will be added to the Texas Department of Public Safety's Fail to Appear/Pay within the next 30 days after the completion date. At that time, an additional Fail to Appear charge will be added with an additional \$410.00 in fines and fees.

- CHECKLIST: Make sure you have included the following items:
- 1. Complete and NOTARIZE request form for DRIVER'S Safety Course.
 - 2. CURRENT copy of your Financial Responsibility (insurance).
 - 3. Copy of your Driver's License
 - 4. Certified (3A) Driving Record (Can be mailed with Drivers Safety Certificate)
 - 5. CHECK or MONEY ORDER ONLY in the amount of \$144.00

Make Checks Payable to Kosse Municipal Court

If the Judge dismisses your case after required legal proof of inspection, registration & driver's license renewals, a \$20.00 dismissal fee will be charged.

SCHEDULE OF FINES	
SPEEDING:	
10% Over Posted Limit.....	\$265.00
25 Miles and Over Posted Limit.....	\$315.00
No Drivers License.....	\$250.00
Expired Driver's License.....	\$270.00
Registration Violation.....	\$200.00
Fail to Maintain Financial Responsibility.	\$375.00
Disregard Stop Sign.....	\$225.00