



**SHAVANO PARK MUNICIPAL COURT
900 SADDLETREE COURT
SHAVANO PARK, TX 78231
(210)-492-2607**

DRIVING SAFETY FORM

_____ **PLEA (NO CONTEST) (GUILTY)**
 Defendant Name Citation Number Date

_____ **Address** APT# City State Zip Code Contact Number

I hereby appear before the Clerk of the Municipal Court of the City of Shavano Park entering a plea for my case and request to take a driver's safety course so that the citation number mentioned above can be processed for dismissal upon successful completion.

I understand that I am **NOT** eligible to take a driver's safety course if:

1. I do not have a valid Class "C" Texas Driver's License.
2. I do not have current personal proof of insurance that meet the Texas limits of liability.
3. I've taken a driver's safety course within the last 12 months for dismissal of another citation or am in the process of taking a driver's safety course for another traffic violation and said course is not yet reflected on my driving record.
4. I have or had a commercial driver's license at the time of the offense.
5. My offense occurred in a construction zone while workers were present.
6. I was speeding 25 miles or more over the posted speed limit.

*******Requirements To Successfully Complete A Driving Safety Course*******

- FIRST**
1. I must provide to the Court a copy of my valid Texas class "C" driver's license and proof of current personal Texas insurance no later than my Court appearance date.
 2. If citation was issued **August 31, 2019** or before, you must pay the required Court cost of \$99.10 and a \$10.00 an administrative fee (**total \$109.10**). If citation received **September 1, 2019** or after you must pay the required Court cost of \$119.10 and a \$10.00 an administrative fee (**total \$129.10**) payable to the Shavano Park Municipal Court no later than my Court appearance date.
- SECOND**
3. I understand that I must complete, submit and sign a **driving safety course certificate** approved by the (www.tdlr.texas.gov) within 90 days of my request to the Court. You may take the class ONLINE or CLASSROOM SETTING
 4. **MY 90TH DAY DUE DATE IS** _____.
 5. I understand that I must request a certified copy of my driving record (www.texas.gov) Form 3A) and submit the record to the court together with the certificate of completion of the driving safety course.

*******Failure To Complete A Driving Safety Course*******

Unsuccessful completion: If you fail to successfully complete and submit your driving safety course certificate and certified driving record (Form 3A) within the 90 day (**NO EXTENSIONS ARE GRANTED**) due date, you will need to appear at a Show Cause Hearing that will be mailed to you at the Municipal Court located at 900 Saddletree Court, Shavano Park, Texas 78231. If you fail to appear at the Show Cause Hearing then the judge could order a CAPIAS WARRANT be issued for your arrest. For questions please contact the Municipal Court @210.492.2607 between the hours of 8a.m.-4 p.m. Monday – Friday.

You may waive your right to a Show Cause Hearing by mailing in or appearing in person to pay the remaining portion of your fine no later than your Show Cause date. Understand that paying the balance of your fine will result in a conviction on your driving record. I understand the above terms and conditions.

_____ MAIL
 Defendant's Signature