

INSTRUCTIONS: (TRAFFIC CITATION)

Failure to resolve your citation (s) by selecting one of the following options before your scheduled appearance date may result in (1) Issuance of a warrant for your arrest and an ADDITIONAL CHARGE FOR FAILURE TO APPEAR (with a fine of \$189), (2) Denial of the renewal of Your Driver License and (3) An ADDITIONAL DPS NOTIFICATION FEE OF \$30 PER VIOLATION.

Your Options to Pay or Resolve This Citation:

SEALY MUNICIPAL COURT

415 Main Street
P O Box 517
Sealy, Texas 77474

979.885.6733 (telephone) 979.885.4784 (fax)

www.ci.sealy.tx.us

Hours: Monday – Friday 8:00 a.m. – 5:00 p.m.

PLEASE READ ENTIRE HANDOUT BEFORE CONTACTING COURT.

DRIVING DIRECTIONS TO COURT

From IH-10, take the 720 exit (Hwy 36 exit), turn left onto Hwy 36, turn left onto Main Street, Municipal Center is located on right, Municipal Court is located in City Hall.

- **Schedule of Fines:** See page 2.
- **Pay by Mail:** The Court accepts cashier's check or money order payable to: Sealy Municipal Court. Do NOT send cash.
- **Pay Online:** Visit www.ci.sealy.tx.us. See page 3.
- **Pay with Credit Card:** The Court accepts VISA and MASTERCARD only.
- **Pay by Phone:** See page 3.
- **Pay in Person:** Allow 3 days before coming to court. See page 3.
- **Request Driving Safety Course:** Cannot pay online. See page 4.
- **Consequences of Neglecting This Citation:** See page 3.
- **Juvenile Appearance Requirements & Warning:** See page 3.
- **Contesting Your Ticket:** See page 3.

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Driving Safety Course (DSC) Request

(Taking this course will avoid points against your license.)

Instructions

You must request DSC before your appearance date or you will lose the right to elect it at a later time. It is too late to elect DSC at trial. Please allow 3 days from the date the citation was issued to make your request in person. DO NOT pay the speeding fine if you are requesting DSC. You only pay the appropriate fee below.

You are NOT eligible to take DSC if:

1. You hold a Commercial Driver License;
2. You have taken DSC for another citation dismissal within one year from the date of this citation;
3. You are charged with:
 - a. 95 miles per hour or more; or
 - b. Speeding 25 miles per hour or more over the posted speed limit;
 - c. Passing a school bus;
 - d. Committing a serious traffic violation;
 - e. Failing to stop and provide information or render aid after an accident;
 - f. Committing an offense in a construction zone when a worker was present.
4. You do not have a valid Texas Driver License.

MAIL - You must send the before mentioned documents along with the application completed and notarized. Failure to send in all documentation with the application will VOID your request and you will be convicted on the charge filed against you. You must also make sure the envelope is post marked by your appearance date or your request will be DENIED. No exceptions.

IN PERSON - You may apply for DSC on or before your scheduled appearance date. You may pay with cash, money order, cashier's check, VISA, or MASTERCARD at the window. The court can notarize your application for you upon your request.

Upon approval of your request, you will have 90 days to:

1. Complete a DSC;
2. Order a certified copy of your driving Record from Texas Department of Public Safety;
3. Submit your certificate of completion of the course (Court's Copy) signed and the certified copy of your driving record. If you use the court's application for driving record, the record will be mailed directly to the court for you.

If you fail to comply with any of the above-stated requirements, you will have a conviction on your driving record, and you will be required to pay the fine amount left as your balance. Failure to pay this fine amount will result in a warrant of arrest being issued.

DSC REQUEST FEES:

Moving violations: \$107
School Zone Moving Violations: \$132
Juveniles in person at court date only: \$142

ITEMS TO MAIL OR BRING TO COURT FOR DSC REQUEST

1. Photocopy of your current auto liability policy
2. Photocopy of your valid Texas Driver License
3. DSC Fee indicated above
4. Completed and notarized DSC application

Defensive Driving Course Application

I hereby waive my right to a trial by jury and plead:

GUILTY NO CONTEST

Signature: _____ Date: _____

Phone Number: _____

I am submitting ALL of the following documents:

- A photocopy of my current auto liability policy A photocopy of my valid Texas driver license
- A cashier's check or money order made out to SEALY MUNICIPAL COURT in the amount of \$107.00 OR \$132.00 (School Zone)

STATE OF TEXAS

COUNTY OF _____

AFFIDAVIT

_____, after first being by me duly sworn, declares that:

1. He/she currently holds a valid Texas driver's license that is not a commercial driver's license;
2. he/she is not in the process of taking a driving safety course for another citation filed in another court; and
3. he/she has current valid proof of financial responsibility (insurance).

Affiant's Signature

Subscribed and sworn before me, this _____ day of _____, 20____.

Notary Public in an for the State of Texas

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SCHEDULE OF FINES

Fine amounts include all Court costs as mandated by the state legislature. Fine amounts are subject to change. For fine amounts not listed, contact the Court at 979-885-6733.

M.P.H. OVER LIMIT	SPEEDING IN POSTED ZONE	SPEEDING IN SCHOOL ZONE	SPEEDING IN CONSTRUCTION ZONE (WORKERS PRESENT)	Seatbelt Violations	Violations below may be dismissed with Proof of Compliance (See instructions page 3).
1 - 9 M.P.H.	\$150	\$175	\$203	Failure to Wear (15-older) Driver \$142	No Driver License on Demand \$ 93
10 - 14 M.P.H.	\$170	\$195	\$243	Failure to Wear (15-older) Passenger \$142	Expired Driver License \$120
15 - 19 M.P.H.	\$200	\$225	\$303	Allow Individual to Ride Without Seatbelt (under 17 years & 4' 9" tall) \$197	Driver License Restriction/Endorsement \$120
20 - 29 M.P.H.	\$245	\$270	\$342	Fail to Place Child Under 8 years in Child Safety Seat Unless 4' 9" Tall \$122	Expired Inspection \$150
30 M.P.H. & Over	\$295	\$320	\$392	Fail to Place Child Under 8 years in Child Safety Seat Unless 4' 9" Tall \$347	Expired Registration \$120
Moving Violations					No Front/Rear License Plate Attached \$120
					Altered/Blurred/Obstructed License Plate \$234

Ran Red Light/Stop Sign	\$180
Fail to Yield Right of Way	\$190
Fail to Control Speed	\$190
Fail to Signal Intent to Change Lane	\$126
Drove Across Divided Section	\$156
Drove Wrong Way	\$185
Unsafe Speed	\$190
Unsafe Lane Change	\$185
Driving Without Headlights On	\$126
Failed to Change Lane or Slow Down for Authorized Emergency Vehicle	\$197

INSTRUCTIONS:

Entering a NOT GUILTY plea

NOT GUILTY The Court will send you notification of your pre-trial hearing date and time. You must come to court prepared to pay court costs of \$97.00 and have your driver license with you.

Phone: _____

Signature: _____ Date: _____

Paying Before Your Court Date	Showing Proof of Compliance	Consequences of Neglecting Citation
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Mail
We do **NOT** accept **PERSONAL** checks. You may pay your fine(s) by sending a cashier's check or money order made payable to Sealy Municipal Court. Do not send cash. Make sure to notate your citation number on the document and fill out completely before mailing.

Online
You may pay your fine(s) online at www.ci.sealy.tx.us. Go to online services and check the payment link. You may use a VISA or MASTERCARD only. Citations paid online must be paid in full. No partial payments, dismissal fees or DSC payments allowed.

By Phone
You may pay your fine by phone by dialing 979-885-6733. We only accept VISA or MASTERCARD payments.

In Person
You may pay on or before your scheduled appearance date and time. We are located in the City Hall building at 415 Main Street in Sealy, TX 77474.

Allow 3 days from the violation date before coming to or calling the Court. Please be properly dressed.

Contesting Your Citation

In Person
You may appear in person by your appearance date to set your case for pre-trial. You must present a copy of your driver license at this time.

By Mail
You may select a plea of Not Guilty on page 2 and mail it to the Sealy Municipal Court by your appearance date. You must enclose a photocopy of your driver license with your plea. Please make sure to sign, date and fill in the phone number prior to mailing your plea.

In Person
You may present the required proof on or before your scheduled appearance date for dismissal.

Mail
Prior to your scheduled appearance date, you may mail proof of compliance for the following violations:

1. **Insurance**
Send a photocopy of the insurance policy that was valid at the time the citation was issued. You may present proof for yourself or the vehicle you were driving for dismissal.
2. **Driver License**
No License on Demand: Send a photocopy of your proof along with a \$10 dismissal fee for dismissal.
Expired Driver License: Send a photocopy of your proof of renewal along with a \$20 dismissal fee for dismissal.
Failure to Report Name/Address Change: Send a photocopy of your proof along with a \$10 dismissal fee for dismissal.
Driver License Restriction/Endorsement Violation: Send a photocopy of your proof along with a \$10 dismissal fee for dismissal.
3. **Inspection Sticker**
Expired Inspection Sticker (less than 60 days): If your inspection sticker was expired less than 60 days prior to receiving the citation, send a photocopy of your proof of renewal along with a \$20 dismissal fee for dismissal. If your sticker was expired for more than 60 days you will have to pay the fine of \$150.00. No exceptions.
4. **Vehicle Registration**
Expired Vehicle Registration: Send a photocopy of your proof of renewal along with a \$20 dismissal fee for dismissal.
No Front/Rear License Plate Attached: Send a **photograph** of your proof along with a \$10 dismissal fee for dismissal.
Altered/Blurred/Obscured Plate: Send a **photograph** of your proof along with a \$10 dismissal fee for dismissal.
5. **Defective Equipment: Non-commercial vehicles only.**
Provide photocopy of receipt of correction along with a \$10 dismissal fee for dismissal.

Failure to pay your fine, show proof of compliance or apply for a Driving Safety Course on or before your appearance date or failure to appear by your scheduled appearance date will result in:

1. A warrant issued for your arrest (\$50 warrant fee plus additional fees);
2. A separate charge of Failure to Appear filed (\$189);
3. Denial of Driver License issuance or renewal;
4. Referral to a collections vendor which will result in an additional collection fee of 30% of total fine.

If you miss your scheduled appearance date, contact the Court immediately. You may qualify to receive a one-time reset of your appearance court date. All reset requests must be made in writing.

Inability to pay the fine is not an excuse for failing to appear. If you qualify, fine payment arrangements can be made at the time of appearance.

Juvenile Appearance Requirements

If you are a juvenile (under 17 years of age) and you have been charged with a Penal Code or City Ordinance violation or a traffic citation, State Law requires that you must appear in Court with a parent or legal guardian. You may not pre-pay your fine or request DSC by mail. You will be receiving a parental summons by mail with a new juvenile docket appearance date.

Juvenile Warning

A child and parent required to appear before the Court have an obligation to provide the Court in writing with the current address and residence of the child. The obligation does not end when the child reaches age 17. Before the seventh day after the date the child or parent changes residence, the child or parent shall notify the Court of the current address. A violation of this subsection may result in arrest and is a Class C misdemeanor.