

Florence Municipal Court

Please send any correspondence to our mailing address

Mailing Address: P.O. Box 430, Florence, Texas 76527

Physical Address: 106 South Patterson, Florence, Texas 76527

Ph: (254) 793-2490 or (254) 793-8037 ext. #103 Fax: (254) 793-3766 fax

Website: www.florecetex.com Email: municipalcourt@florecetex.com

Hours: Monday – Friday 8:00 am to 5:00 pm (Closed Weekends and Holidays)

Option #3 Driving Safety Course for ticket dismissal (DSC): You must have this request postmarked within 30 calendar days of your citation date. If your request is not postmarked by the 30th day, Court Clerks **may not** give an extension. The Judge is the only one who can give you an extension and you must appear before him in Open Court.

You must have a valid Texas driver's license or be active military, valid liability insurance in which your name is listed on the policy, the alleged speed was not 25 miles over the posted limit or 95 miles per hour or more, and you were not cited in a construction zone, and you have not taken this course in the past 12 months from offense date.

This option does not apply to those with a **Commercial Driver's License or passing a school bus.**

If you are active military or military dependant and do not possess a Texas Driver's License, you are not required to submit a driving record from DPS. You must submit a copy of your military ID.

I understand that I am making a plea of no contest and I must provide the court with a certified copy of my driving record which can be obtained at www.texas.gov for **\$12.00. The Court requires the version Type 3A**), pay state fees of \$114.10 or \$139.10 if cited in a school zone, a copy of my driver's license and/or military ID, and a copy of my liability insurance. I understand that I am required to pay the fees for the driver's safety course as well. I understand that none of the fees are refundable even if I decide not to take DSC or I do not complete the required paperwork and turn into the court within the 90-day period. I understand that this request will be revoked should I not follow these terms and I will be required to pay the fine in full.

NO EXTENSIONS FOR THIS OPTION! If you do not turn in your required paperwork by your due date, you must appear before the Judge in Open Court.

Signature: _____ Date: ____/____/____

Sworn and subscribed before me this ____ day of _____, 20__.

Notary Public

Form MUST be notarized before sending it to the court.

If the form is not notarized, we cannot accept your paperwork. Make sure all of the following paperwork is sent in with this form:

- **State fees must be included with your request- If you were cited in a School Zone, the fee is \$139.10. Otherwise, please submit the fee of \$114.10.**
- **Copy of your Valid Texas Driver's License.**
- **If you do not possess a Texas Driver's License, submit copy of your Military ID and Out of State Driver's License.**
- **Copy of your Valid Liability Insurance (insurance must be in your name).**

WE DO NOT ACCEPT PERSONAL OR BUSINESS CHECKS