

Driving Safety Course - An Option for Dismissal of Certain Moving  
Traffic Offense Charges

Contact the Court at (903) 362-1953 to learn if you are eligible and to determine the proper amount to send with your request.

I hereby acknowledge that in order to take an approved driving safety course as authorized under Art, 45.0511 of the Code of Criminal Procedure in lieu of conviction being entered on my driving record, that:

1. I, the undersigned, do hereby enter a plea of No Contest or Guilty (circle one) to the offense charged and waive any further hearing before this Court.
2. I hold a valid Texas Driver's License or permit.
3. I must enclose or present proof to the Court of financial responsibility (automobile liability insurance).
4. My driving record does not indicate successful completion of a driving safety course within the twelve (12) months immediately preceding the date of this offense.
5. I understand that I must pay a fee and request a certified copy of my driving record from the Department of Public Safety (DPS).
6. I understand that I have ninety (90) days to take a driving safety course approved by the Texas Education Agency and to present a uniform certificate of course completion as evidence.
7. I understand that noncompliance with any portion of Part 2 through 6, listed above, will require that I appear at a show cause hearing; and if I fail to appear at that show cause hearing, the Court will impose the fine and issue a Capias Pro Fine Warrant for my arrest.
8. I understand that when I have completed the driving safety course and returned the Uniform Certificate of Completion and Certified Copy of my Driving Record to the Court, the Court will dismiss my traffic offense.
9. I must enclose or pay the court processing fees at the time of my request. These are not refundable. If mailing this form, contact the Court at (903) 362-1953 for the proper amount to send with your request.
10. I solemnly swear or affirm that I am not currently in the process of taking a driving safety course and have not completed a course that is not yet reflected on my driving record.

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Defendant's Signature

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email address

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Citation Number

Items that must accompany a request by email or Mail:

- Pay online or mail a check or money order made payable to the City of Richland.
- Copy of your proof of liability insurance (insurance card or declaration page of your policy).
- Copy of your valid Texas Driver's License.
- This form, signed above by you.

E-mail to [clerk2@richlandtexas.org](mailto:clerk2@richlandtexas.org) or mail within 28 days of receiving citation to Richland Municipal Court, 103 W. Main St., PO Box 179, Richland, TX 76681

**YOU MUST BE APPROVED BY THE COURT BEFORE TAKING  
THE DRIVER'S SAFETY COURSE**