

Options for Citations

You have 30 days from the date the citation was issued to act upon the following options:

Option 1: Plead guilty or no contest and pay the fine (automatic conviction)

Option 2: Plead not guilty and request a court date

Option 3: Request Deferred Disposition (see requirements)

Option 4: Request Driver Safety Course (see requirements)



Option 1: Payment

You can pay the fine and court costs in full, or request a payment plan. By making a payment or requesting a payment plan, you are waiving your right to see the Judge and your right to a jury trial. Making a payment or requesting a payment plan will also result in a conviction on your record.

Payment Plan: An additional \$25 fee will be assessed per violation and will be due at the time of your request. The court will then give you 6 months to pay off your citation and will calculate your monthly payment(s) for you. A payment will be due each month with no exceptions. Missing or skipping a monthly payment shall result in a Capias Warrant for your arrest. Once that warrant is issued, no partial payments will be accepted and warrant must be paid in full in order for warrant(s) to be cleared.

Option 2: Contest the Charge(s)

If you wish to contest any or all charges against you, you may do so by requesting to be put on the next available court docket hearing. At this hearing you will have the opportunity to speak with our Town Prosecutor and Municipal Judge. At this hearing you will have the opportunity to request a jury trial or trial by judge.

Option 3: Request Deferred Disposition

Deferred Disposition is an option that will keep your citation from being reported as a conviction on your driving record and will be dismissed if all terms required are successfully met. If any requirements are **not** met and you cannot provide a satisfactory reason as to why at a hearing before a judge, you will be found guilty and a conviction will be reported to the Department of Public Safety. Not all violations are approved for Deferred Disposition.

Requirements for Deferred Disposition:

- The court must receive your request online or in person not later than 30 days after the citation was issued.
- You must present a copy of a current Texas driver's license to the Court.
- You must present current proof of insurance showing your name as a covered driver.
- You must pay all fees and costs, including a \$20 deferral fee, within the deferral period.
- If you are under 25, you must complete a Drivers Safety Course as a condition of deferred.

You are **not** eligible for Deferred Disposition if:

- You do not have a valid driver's license; or
- Your license is suspended; or
- You have been approved for Deferred Disposition in the Town of Sunnyvale within the last 12 months; or
- You were speeding 25 miles per hour or more over the speed limit; or
- You were speeding 25 miles per hour or more over the speed limit in a school zone; or
- You received a ticket for not having current vehicle liability insurance and you do not provide a copy of current vehicle liability insurance to the Court; or
- You have a commercial driver's license (CDL) even if the violation occurred while you were driving a private vehicle.

4. Request Driving Safety Course

Taking a Driving Safety Course (DSC) is an option that will keep your citation from being reported as a conviction on your driving record and will be dismissed if all terms required are successfully met. If any requirements are **not** met and you cannot provide a satisfactory reason as to why at a hearing before a judge, you will be found guilty and a conviction will be reported to the Texas Department of Public Safety. Not all violations are approved for a Driving Safety Course.

You may be eligible to take a Driving Safety Course to have your case dismissed. You may only take one course each year in the State of Texas to have a case dismissed.

Requirements for Driving Safety Course:

- The court must receive your request by online or in person to take the course not later than 30 days after the citation was issued. **This request must be submitted and approved by the court prior to you taking the course.**
- You must pay an administrative fee and all court costs within 90 days of receiving approval to take a driving safety course. Presently, the administrative fee and court costs required to take a Driver's Safety Course total \$109.10, or \$134.10 if your citation was issued in a school zone.
- You must present a copy of a current Texas driver's license.
- You must present current proof of insurance showing your name as a covered driver.
- You must request an official copy of your driving record from the Texas Department of Public Safety and provide the record to the Court.
- You must complete a 6-hour driving safety course and provide the certificate of completion to the Court.

You are **not eligible** to take a Driving Safety Course if:

- Offense is not defined as a moving violation; or
- You have a commercial driver's license (CDL) even if the violation occurred while you were driving a private vehicle; or
- You do not have a valid Texas driver's license; or
- You received a ticket for not having current vehicle liability insurance and you do not provide a copy of current vehicle liability insurance to the Court; or
- You were speeding 25 miles per hour or more over the speed limit; or
- You have been approved for a Driving Safety Class in the State of Texas within the last 12 months; or
- You have warrant(s) for your arrest

Depending on the type of citation you received, this may not be an exhaustive list of disposition options, but includes the most common types of options for most citations.

