



**JUDGE J.R. WOOLLEY**  
**JUSTICE OF THE PEACE, PRECINCT 2**

27388 Fields Store Road, Waller Texas 77484

936.372.2193

Email: [jp2@wallercounty.us](mailto:jp2@wallercounty.us)

This letter is furnished to you as a courtesy from the Justice of the Peace, Precinct 2, to assist you in making a disposition of the charge(s) against you. Your appearance in court may still be required in certain circumstances. If you cannot appear in court on the date specified on your citation, please contact the court.

If you are under the age of 17 you must appear before the court and you must be accompanied by a parent/guardian.

**A TELEPHONE CALL TO THE COURT DOES NOT CONSTITUTE AN APPEARANCE.**

Court staff CANNOT discuss the merits or circumstances of your case with you, please do not attempt to plead your case to the court staff. You CANNOT discuss the merits or circumstances of your case with the Judge until you have entered a plea. You may plead NOT GUILTY, GUILTY, or NOLO CONTENDERE (NO CONTEST). See below for instructions.

If you wish to enter a plea of NOT GUILTY, please indicate so on the reverse side of this form and return it to the court before your appearance date. You may send it via mail, deliver it in person, or send it through email. The court will notify you of a pre-trial setting date, which you must attend.

If you wish to enter a plea of GUILTY or NOLO CONTENDERE and pay your fine, please indicate so on the reverse side of this form and return it to the court before your appearance date. You may contact the court (see top of form) to determine the amount of fines and fees you owe. You may make your payment by submitting a cashier's check, money order, or making a payment online as provided below.

**Online Payments**

Online payments can be made by visiting [www.certifiedpayments.net](http://www.certifiedpayments.net) with the Bureau Code of 2260763 and your driver's license number as the Reference Code, if you do not have a driver's license contact the court.

If you wish to take a Driving Safety Course, complete the reverse side, and submit it along with supporting documentation to the court. DO NOT begin a course until you receive instructions to do so from the court. The request for DSC must be received by the court prior to your court appearance date. The reverse side must be notarized prior to sending the form to the court.

If you wish to discuss your case with the Judge you must first enter a plea and appear at the time and date on your citation. If you need to adjust the time and date contact the court for options.

# PLEA FORM

- I hereby enter a plea of NOT GUILTY and request a trial by  Jury  Judge.
- I hereby enter a plea of  GUILTY  NO CONTEST and waive my right to trial. I understand that by entering this plea and paying the fine that a conviction will go on my driving record. I am enclosing a cashier's check or money order or have made an online payment. Online payments can be made at [www.certifiedpayments.net](http://www.certifiedpayments.net) using Bureau Code 2260763 and your driver's license number as the Reference Number.
- I hereby enter a plea of  GUILTY  NO CONTEST and request I be allowed to complete a Driving Safety Course. I understand that I must wait to hear from the court prior to starting a Driving Safety Course. Further, I have read the Driving Safety Course Checklist and Affidavit portion of this document below and meet the requirements to take DSC. I understand the fees for Driving Safety are \$145.00 and have enclosed a cashier's check or money order or will make an online payment. I will not begin a class until I receive an order from the court granting DSC.

PRINTED NAME: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

DRIVER'S LICENSE #: \_\_\_\_\_ DATE: \_\_\_\_\_

CITY: \_\_\_\_\_ ST: \_\_\_\_\_ ZIP: \_\_\_\_\_

CITATION #: \_\_\_\_\_

## DRIVING SAFETY COURSE CHECKLIST AND AFFIDAVIT

In order to complete a Driving Safety Course, you must meet eligibility requirements, answer the following question TRUE or FALSE. If you answer any of the questions "FALSE" you are not eligible to take a Driving Safety Course. If you are not sure of an answer contact the court.

- \_\_\_ 1. I have NOT taken a Driving Safety Course to dismiss a citation during the previous 12 months.
- \_\_\_ 2. I am NOT in the process of taking a Driving Safety Course to dismiss another offense in this or any other court.
- \_\_\_ 3. I have NOT completed a Driving Safety Course that is not yet reflected on my driving record.
- \_\_\_ 4. I have been charged with an offense that is eligible for a Driving Safety Course (you may contact the court to inquire)
- \_\_\_ 5. I do NOT have a commercial driver's license.
- \_\_\_ 6. I did NOT receive this citation in a Construction Zone when workers were present.
- \_\_\_ 7. I did NOT receive a citation for speeding in excess of 24 MPH over the posted speed limit or for more than 95 MPH.
- \_\_\_ 8. I have a VALID Texas driver's license and will attach a copy to this form.
- \_\_\_ 9. I have VALID proof of financial responsibility (vehicle insurance) and will attach a copy to this form.
- \_\_\_ 10. I have completed the "PLEA FORM" section above, indicating my plea and providing my information.
- \_\_\_ 11. I understand that I must wait for an order from the court authorizing DSC prior to starting a course.
- \_\_\_ 12. I have signed this form and swear to the facts above by my signature.
- \_\_\_ 13. I will have this form notarized prior to sending this form back to the court and do swear that the above facts are true.

\_\_\_\_\_  
Defendant's Signature

SWORN TO AND SUBSCRIBED BEFORE ME this the \_\_\_ day of \_\_\_\_\_, 20\_\_.

(SEAL)

\_\_\_\_\_  
Notary Public