

**Judge Linda Garza-Moncada**  
**Justice of the Peace**  
**P.O. Box 841**  
**Freer, Texas 78357**

This letter is to assist you in making disposition of the charge(s) against you.

If you enter a plea of NO CONTEST or GUILTY the fine and Court cost are due. If you enter a plea of NOT GUILTY, you will be notified by mail of your Court date.

Return your remittance with a copy of your citation and this letter to the above address by the appearance date on your citation. Make your Cashier's Check or Money Order payable to Justice Court. **NO PERSONAL CHECKS.**

- ( ) I hereby enter a plea of Guilty and waive Appearance for trial, fine amount enclosed.**  
**( ) I hereby enter a plea of No Contest and waive Appearance for trial, fine amount enclosed.**  
**( ) I hereby enter a plea of Not Guilty and Request a hearing date.**

Signature \_\_\_\_\_  
Print Name \_\_\_\_\_  
Date \_\_\_\_\_  
Citation Number \_\_\_\_\_  
Email \_\_\_\_\_  
Phone \_\_\_\_\_

## **DRIVER SAFETY COURSE**

### **DO NOT TAKE A COURSE WITHOUT WRITTEN APPROVAL FROM THE COURT**

**AT THE JUDGE'S OPTION** you may request to take a drivers safety course to dismiss a moving violation if the written request is in the Judge's office by the appearance date on the citation.

**If you hold a commercial driver license or cited in a construction zone (workers present) you are not eligible for a Drivers Safety Course.**

#### Requirements for Driver Safety Course

1. Valid Texas Driver's License
2. Proof of Liability Insurance
3. Cited for less than 95 MPH
4. Cited for less than 25 MPH over the posted limit
5. Not taken DSC in the past 12 months prior to citation date
6. Certified driving record (type 3A) [www.texas.gov](http://www.texas.gov)

( ) I hereby request to take a Driving Safety Course. Enclosed is my proof of liability insurance, photo. copy of my Texas driver's license, driving record, and money order or cashier's check, in the amount of **\$139.00** court cost payable to J.P. PCT 4 Duval County.

Do not pay fine amount if requesting defensive driving, only court cost of **\$139.00** is required.

I hereby enter a plea of ( ) Guilty or ( ) No Contest

Signature \_\_\_\_\_

Citation Number \_\_\_\_\_

#### **FAILURE TO FURNISH ITEMS**

**REQUESTED BY THE COURT FOR A DRIVER'S SAFETY  
COURSE WILL RESULT IN A DENIAL OF YOUR REQUEST.**

### **Monthly payments can be made online or by mail.**

To contact the Court Clerk:  
361-394-6011

Office Hours: 8 a.m. - 4:00 p.m.  
Monday thru Friday  
[sandy@co.duval.tx.us](mailto:sandy@co.duval.tx.us)  
[valene@co.duval.tx.us](mailto:valene@co.duval.tx.us)

**PLEASE NOTE:** The Judge cannot discuss the merits of a pending judicial proceeding prior to trial (Cannon 3 (5), Code of Judicial Conduct).

**This means the Judge cannot discuss  
your citation with you before the trial.**

Refer to the reverse side of this letter to determine the amount of the fine assessed against you. Must be paid by MONEY ORDER or CASHIERS CHECK ONLY-PAYABLE TO JUSTICE COURT.  
PERSONAL CHECKS WILL BE RETURNED.

JUVENILES 16 & UNDER MUST CONTACT THE COURT WITH A PARENT OR GUARDIAN BEFORE THEIR APPEARANCE DATE.

**TO PAY FINE ONLINE:**  
**[duvaljp4pay.com](http://duvaljp4pay.com) or call (361)226-4642**

