



STEPHENS COUNTY COURTHOUSE

Breckenridge, Texas 76424

STEPHENS COUNTY

OFFICE OF THE JUSTICE OF THE PEACE

Judge Steve Spoon

Precinct Number One

200 W. Walker, 3rd Floor

Breckenridge, Texas 76424 (254) 559-5322

justicecourt@stephenscountytexas.gov

COURTESY LETTER

PLEASE READ CAREFULLY AND FOLLOW INSTRUCTIONS - IT MIGHT SAVE YOU MONEY.

YOUR SIGNATURE on the citation is your written promise to appear before the Judge. This may be done completely by mail using this letter. If you fail to contact the Judge on or before the appearance date an additional charge of VIOLATE WRITTEN PROMISE TO APPEAR will be filed, which will result in an additional fine of \$300.00.

IF YOU FAIL TO APPEAR IN COURT AS REQUIRED BY LAW, YOU MAY BE DENIED THE RENEWAL OF YOUR DRIVER LICENSE AND ASSESSED AN ADDITIONAL FEE.

If you live outside of Texas and fail to comply with the terms of the citation, your driver's license in your home state will be subject to suspension until you comply.

ALL PLEAS, MOTIONS, OR REQUESTS TO THE COURT MUST BE MADE IN WRITING. A PHONE CALL IS FOR INFORMATION ONLY AND DOES NOT CONSTITUTE AN APPEARANCE IN COURT. CONTACT THE COURT FOR ADDITIONAL INFORMATION.

A plea of GUILTY or NOLO CONTENDERE (which means no contest to the charge) indicates your desire to waive an appearance for trial and will result in a fine assessment indicated on the back of this letter. Include a copy of the citation with a MONEY ORDER OR CASHIER'S CHECK (NO CASH OR PERSONAL CHECKS) in the proper amount with this letter. If the violation on your citation is not listed on the back of this letter, contact the Judge for fine assessment. You may also pay online @ <http://www.co.stephens.tx.us> or pay over the phone by calling our office at the number listed above.

A plea of NOT GUILTY means you desire to be heard at trial. Include a copy of the citation with this letter indicating your desire to be heard by the Judge or by a jury at trial. You will be notified by mail of your court date. You must be present in court on your court date ready to give testimony.

PLEASE INDICATE YOUR PLEA BELOW, SIGN AND DATE THIS LETTER AND RETURN IT WITH A COPY OF THE CITATION

_____ I hereby enter a plea of GUILTY and waive my right to a trial by jury.

_____ I hereby enter a plea of NOLO CONTENDERE and waive my right to a trial by jury.

_____ I hereby enter a plea of NOT GUILTY and desire a trial by the JUDGE ___ or JURY ___.

Signature of Defendant

Date

Address

Phone Number