

POTEET MUNICIPAL COURT  
COURTESY LETTER

Municipal Court Judge  
Bill Gamez

Mail to: Poteet Municipal Court  
P.O. Box 378  
Poteet, Texas 78065  
Phone: 830-742-3574  
Ext. 107

Court Clerk  
Dora Gomez

Associate Judge  
Rosalinda DeLaFuente

(FINES INCLUDE COURT COSTS PRESCRIBED BY THE STATE)

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This letter is furnished to you as a courtesy by the Poteet Municipal Court, in Atascosa County, Texas to assist you in making disposition of the charge(s) filed against you. You must return this letter and your copy of the citation to the court on or before the appearance date on the citation.

NOTE:

PLEAS MUST BE ENTERED IN PERSON OR BY MAIL. IF YOU FAIL TO RESPOND TO THE CHARGE(S) BY THE APPEARANCE DATE SHOWN ON THE CITATION, THE CITY OF POTEET MAY CONTACT THE DEPARTMENT OF PUBLIC SAFETY TO DENY THE RENEWAL OF YOUR DRIVER'S LICENSE. YOU WILL BE CHARGED AN ADDITIONAL \$30.00 ADMINISTRATIVE FEE FOR THIS SERVICE ON EACH VIOLATION FOR WHICH YOU FAIL TO APPEAR, IN ADDITION TO ANY OTHER CHARGES OR FINE.

SPEEDING-----	\$215.00(1-10Miles over speed limit)
	-----(additional \$5 per mile over 10)
SPEEDING IN A SCHOOL ZONE-----	\$245.00(1-10 Miles over speed limit)
	-----(additional \$5 per mile over 10)
DEFECTIVE EQUIPMENT-----	\$171.00
DISPLAYED EXPIRED MOTOR VEHICLE INSPECTION CERTIFICATE-----	\$165.00
DISPLAYED EXPIRED MOTOR VEHICLE REGISTRATION-----	\$164.00
DISREGARD NO PASSING ZONE-----	\$215.00
DISREGARD STOP SIGN-----	\$215.00
DRIVER/PASSENGER NOT SECURE BY SAFETY BELT-----	\$228.00
DROVE ON WRONG SIDE OF THE ROAD-----	\$215.00
DROVE WITHOUT HEADLIGHTS WHEN REQUIRED-----	\$185.00
EXPIRED DRIVERS LICENSE-----	\$184.00
FAILED TO CONTROL VEHICLE AND/OR SPEED-----	\$215.00

FAILED TO DIM HEADLIGHTS-----	\$185.00
FAILED TO DISPLAY DRIVERS LICENSE-----	\$185.00
FAILED TO DRIVE IN A SINGLE LANE-----	\$214.00
FAILED TO YIELD RIGHT OF WAY-----	\$215.00
FAILED TO YIELD RIGHT OF WAY TO AN EMERGENCY VEHICLE-----	\$215.00
NO PROOF OF LIABILITY INSURANCE-----	\$314.00
NO PROOF OF LIABILITY INSURANCE (2nd Offense) -----	\$566.00
NO VALID DRIVERS LICENSE-----	\$214.00
PERMIT UNLICENSED DRIVER TO DRIVE-----	\$214.00
POSSESSION OF ALCOHOLIC BEVERAGE IN VEHICLE (OPEN CONTAINER) -----	\$414.00
UNRESTRAINED CHILD-----	\$149.00
UNSAFE SPEED-----	\$215.00
VIOLATE PROMISE TO APPEAR-----	\$217.00
FAILED TO APPEAR-----	\$217.00
STATE LAW VIOLATIONS-----	CONTACT COURT
CITY ORDINANCE VIOLATION-----	CONTACT COURT
ALL OTHER TRAFFIC VIOLATIONS-----	CONTACT COURT

\*CONSTRUCTION ZONE VIOLATIONS: If workers present in a construction zone, the fine is doubled.

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ANY OFFENSE COMMITTED IN A COMMERCIAL VEHICLE OR BY THE HOLDER TO A CDL LICENSE, THE COURT MUST BE CONTACTED.

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PLEASE REFER TO THE SCHEDULE ABOVE TO DETERMINE THE TOTAL AMOUNT OF FINE (S) AND COST ASSESSED AGAINST YOU. MAKE YOUR (FULL PAYMENT) BY MONEY ORDER, CREDIT CARD OR CASH IN PERSON. REMITTANCE WILL BE PAYABLE TO THE POTEET MUNICIPAL COURT, 491 AVENUE H, P.O. BOX 378, POTEET, TEXAS, 78065. **RETURN A COPY OF THE CITATION AND THIS LETTER TO ASSURE PROPER CREDIT.**

ENTER A PLEA BY MARKING THE APPROPRIATE BOX AND SIGNING YOUR NAME ON THE SPACE

\*ALL FINES ARE SUBJECT TO CHANGE AT THE DISCRETION OF THE JUDGE OF THE COURT. ALL FINES GO TO THE CITY OR THE STATE. NO PERSON CONNECTED TO THE COURT RECEIVES ANY PORTION OF THE FINE.

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IN THE EVENT YOU **HAD** LIABILITY INSURANCE **IN EFFECT ON THE DATE** YOU RECEIVED A CITATION, THAT CHARGES WILL BE DISMISSED IF PROOF OF INSURANCE IS SUBMITTED TO THE COURT ON OR BEFORE YOUR APPEARANCE DATE.

If you wish to enter a plea of GUILTY, NOT GUILTY, or NOLO CONTENDERE, please indicate on the page provided. A plea of Nolo Contendere means that you do not contest the State's charge(s) against you. The fine for a Nolo Contendere plea is the same as that for a plea of Guilty. Either plea indicates that you agree to pay the fine and waive appearance before the Court for trial.

**REPLY FORM (check one)**

I hereby enter a plea of:

Not guilty and await notification of hearing or trial date. I am requesting a (check one):

Jury trial

Bench trial.

Guilty and waive appearance for trial. Money order in the amount of fine(s) is enclosed.

Nolo Contendere ('No Contest') and waive appearance trial. Money order in the amount of fine(s) is enclosed.

Guilty and request a Driving Safety Course. Money order for fee is enclosed.

Nolo Contendere ('No Contest') and request a Driving Safety Course. Money order for fee is enclosed.

(Fill out Driving Safety Affidavit attached).

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_ DL#: \_\_\_\_\_

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Request must be made in person or in writing by mail or before your appearance date. You are not eligible if you are charged with Speeding 25 mph, over the posted speed limit, passing a school bus, fleeing or attempting to elude, leaving the scene of an accident, you possess a CDL, the offense is not a moving violation, your request is made after the appearance date on the citation, or if you have taken a course within a year prior to this citation.

**DRIVING SAFETY COURSE INSTRUCTIONS**

A plea of Guilty or Nolo Contendere in the REPLY FORM area at the bottom of the form required.

**Complete DRIVING SAFETY AFFIDAVIT (below).**

Send completed affidavit, \$109.10 (or \$134.10 for School Zone Violations) money order, a copy of citation, and current insurance card to: Poteet Municipal Court. P.O. Box 378, Poteet, TX 78065.

Once the court receives your request, the court will mail you the necessary paperwork for the completion of the Driving Safety Course. Course must be completed within 90 days.

Present to the court a VALID TEXAS DRIVER'S LICENSE (or permit), PROOF OF FINANCIAL RESPONSIBILITY (automobile liability insurance), a CERTIFIED COPY of YOUR DRIVING RECORD from the DPS.

Pay a \$10.00 Administration fee plus court cost. Total \$109.10. **(IF OFFENSE WAS FOR SPEEDING IN A SCHOOL ZONE, THERE IS ADDITIONAL \$25 FEE TO TAKE DEFENSIVE DRIVING, TOTAL OF \$134.10)**

Enter a guilty or Nolo Contendere plea before Judge in writing, and a signed Affidavit before a Notary Public. (Stating you have not taken a class in the past 12 months for ticket dismissal.)

**YOU MUST UNDERSTAND THAT:**

1. If I complete a driving safety course, the charge against me will be dismissed and that the court will report to the Department of Public Safety the completion date of the driving safety course for inclusion of my driving record.
2. If I fail to present proof of completion of my driving safety course within 90 days, the court will require my appearance at a show cause hearing; and
3. If I fail to appear at the show cause hearing, the court will impose the original fine.

**AFFIDAVIT**

I hereby enter my appearance on the complaint of the offense, to wit: \_\_\_\_\_.

Understand that I have a right to a jury trial. I hereby waive my right to a jury trial, I plead (GUILTY) (NOLO CONTENDERE) and request to take a driving safety course. I have not had such a course for the purpose of dismissing a ticket in the last 12 months and I am not presently permitted to take the course for any other ticket.

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_ DL# \_\_\_\_\_

SWORN AND SUBSCRIBED before me, the undersigned authority on this the \_\_\_\_\_ day of \_\_\_\_\_, AD 20\_\_\_\_\_.

\_\_\_\_\_  
Notary Public in and for the State of Texas

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YOU MAY APPEAR BEFORE YOUR COURT DATE AT THE CITY OF POTEET MUNICIPAL COURT LOCATED AT 491 AVENUE H, POTEET, TEXAS TO PAY YOUR CITATION, OR YOU MAY APPEAR IN COURT ON YOUR COURT DATE AT THE LOCATION MENTIONED ON YOUR CITATION.

IF YOU FAIL TO RESPOND TO THIS CHARGE BY THE APPEARANCE DATE AND TIME SHOWN ON THE CITATION, AN ADDITIONAL CHARGE MAY BE FILED AGAINST YOU FOR **FAILURE TO APPEAR**, AND A WARRANT ISSUED FOR YOUR ARREST.

If a WARRANT or CAPIAS PRO FINE is issued for your arrest, you will be charged a \$50 WARRANT FEE and a \$30 DENIAL of license fee for a total of \$80. In addition, a separate offense of FAILURE TO APPEAR or VIOLATION OF PROMISE TO APPEAR may be filed, which will result in an additional fine and court cost for failing to appear in court for each original charge.

NOTES:

- Minors under 17 years of age must appear in person with a parent or guardian on all violations.
- Minors under 18 years must appear with a parent/guardian on all alcohol and tobacco-related offenses.
- Minors under 21 years of age must appear in person for any alcohol related offenses.

IF A JUDGE HEARS YOUR CASE AND YOU ARE FOUND GUILTY, THE FINE MAY BE ANY AMOUNT UP TO THE AUTHORIZED MAXIMUM FINE AMOUNT SET BY STATE LAW.