



Parker Municipal Court  
Hours: 8:30A.M. - 4:30P.M. Mon-Fri – 24 Hour Drop-Box



## **INFORMATION SHEET FOR REQUESTING DRIVING SAFETY COURSE**

## **PLEASE READ VERY CAREFULLY**

You have requested to take a "Driving Safety Course" to keep a moving violation from going on your driving record.

A. **AFFIDAVIT:** This must be completed and NOTARIZED or signed personally before a Judge or Clerk of the Court. The affidavit or written request must be in the possession of the court on or prior to your appearance date. A fee of \$144.00 must be submitted with the affidavit (**Make pre-printed check or money order payable to The Parker Municipal Court. Return to: 5700 E. Parker Road, Parker, TX 75002.**

State taxes/fees (effective 1/1/20)	TRAFFIC OFFENSES
	\$134.00
Application (Affidavit) fee	\$ 10.00

**Total Due to Court:** **\$144.00**

**B. FINANCIAL RESPONSIBILITY & VALID TX DRIVER LICENSE:** You must provide a copy of your current insurance card (name must be listed on card) and Valid Texas Driver's License at the time of application.

**The above fees do not include the cost of the school!** See the yellow pages or go online and search for "Texas driving safety course" to locate **TEXAS State Approved** classes online or in your area (6 Hours).

You may appear in person from 8:30 a.m. to 4:30 p.m. Mon – Fri., mail the papers to the Court, or place them in the 24-hour drop box located at the Parker City Hall. The court will process your paperwork within 30 days.

**Once your paperwork has been processed**, you will receive a copy of the affidavit that has been signed by the Judge and dated. If you do not receive a copy of the affidavit by return mail within 30 days, it is **your responsibility** to contact the court. **From the date your paperwork has been processed, you will have 90 days ONLY to:**

- A. Complete a TX State Approved Driving Safety Course (6 Hrs) and sign and return to the court the certificate marked "Court Copy". You may return it in person, by mail, or leave it in the 24 Hour Drop Box.
- B. Provide a certified copy of your driving record. It may be obtained by mailing the Texas Driver Records Request form with fee to the address on the form, or ordering online at [www.dps.texas.gov](http://www.dps.texas.gov) (type 3A).

## **TAKE NOTE!**

1. YOU ARE NOT ELIGIBLE FOR A DRIVING SAFETY COURSE IF YOUR CITATION WAS FOR DRIVING 25 MPH OR MORE OVER THE SPEED LIMIT (10 OR MORE IF A COMMERCIAL VEHICLE), **OR** IF YOU HAVE A CDL DRIVER'S LICENSE, **OR** IF YOU RECEIVED YOUR CITATION IN A CONSTRUCTION ZONE WHILE WORKERS WERE PRESENT.
2. YOU MAY **NOT** TAKE A DRIVING SAFETY COURSE PRIOR TO THE COURT PROCESSING AND RETURNING A COPY OF YOUR AFFIDAVIT SIGNED BY THE JUDGE.

## **PARKER MUNICIPAL COURT**

## REQUEST FOR DRIVING SAFETY COURSE

NAME: \_\_\_\_\_ CITATION NUMBER: \_\_\_\_\_

I HEREBY WAIVE MY RIGHT TO A TRIAL BY JURY AND PLEA:

\_\_\_\_ GUILTY \_\_\_\_ NO CONTEST (**Defendant Must Initial One**)

AND REQUEST TO TAKE A DRIVING SAFETY COURSE TO HAVE THE CHARGE DISMISSED

**I UNDERSTAND THAT I MUST:**

1. Present to the court a valid Texas Driver's license or permit;
2. Present to the court proof of Financial Responsibility (vehicle liability insurance);
3. Not have taken a Driving Safety Course for citation dismissal during the last one (1) year immediately preceding the date of the alleged offense;
4. Pay court costs and a \$10.00 non-refundable Administrative Fee to the Court;
5. Complete a Driving Safety Course approved by the Texas Education Agency or, if operating a motorcycle, a motorcycle operator's training approved by the Department of Public Safety, within 90 days of the processing date of this request;

DATE COURSE MUST BE COMPLETED BY: \_\_\_\_\_  
(TO BE FILLED OUT BY COURT PERSONNEL ONLY)

6. Present to the court a signed "Court Copy" certificate of driving safety course completion from a Texas Education Agency approved course (or from a DPS approved motorcycle course) by the 90<sup>th</sup> day after this processed request;
7. Present the court a certified copy of my driver's record from the Department of Public Safety by the 90<sup>th</sup> day after this processed request. [www.dps.texas.gov](http://www.dps.texas.gov) (type 3A)

**I UNDERSTAND THAT:**

1. If I COMPLETE A DRIVING SAFETY COURSE and provide a CERTIFIED COPY OF MY DRIVING RECORD as maintained by DPS as set out above, the charge against me will be dismissed. I also understand that the court will report to the Department of Public Safety, the Completion Date of the Driving Safety Course for inclusion on my driving record.
2. If I fail to present to this court proof of completion of the Driving Safety Course within 90 days, the court will require my appearance at a show cause hearing. If I fail to appear at the show cause hearing, the court may enter a conviction, impose a fine and if necessary issue a warrant for my arrest.

**Defendant Must Initial**

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### AFFIDAVIT

I hereby swear or affirm that I have not completed a Driving Safety Course under Art.45.0511, C.C.P. that is not reflected on my driving record, nor am I in the process of taking a course under this Article for the dismissal of a citation.

\*

**Defendant's Signature** (Only in front of Notary/Clerk)

Date \_\_\_\_\_

\*

**Address**

**Notary Public or Court Clerk**

**City, State, Zip Code**

Phone # - \_\_\_\_\_

Date Approved, Municipal Court Judge  
City of Parker, Collin County, Texas

E-Mail - \_\_\_\_\_

PARKER MUNICIPAL COURT

5700 E. PARKER ROAD

PARKER, COLLIN COUNTY, TEXAS 75002 972-442-6999