

CITATION # _____

NAME: _____ DATE OF BIRTH: _____

MAILING ADDRESS: _____ EMAIL: _____

CITY, STATE, ZIP: _____ PHONE: _____

PLEASE RETURN WITH A COPY OF A PICTURE IDENTIFICATION

APPEARANCE **ONLY TAKING APPEARANCES IN WRITING PRIOR TO DUE DATE**

EMAIL: court@riohondo.us ONLINE PAYMENTS: <https://www.municipalonlinepayments.com/riohondotx>

The law requires you to make an appearance on your case (you make an appearance by entering a plea for your citation). You (or your attorney) may appear in person before the Judge or in writing by **MAIL, EMAIL or FAX**. You must make an appearance on or before your court date which is noted on your citation.

***Include a copy of your **picture identification**, a copy of your citation/letter and a **written plea**. For your convenience, there is a signature line and plea line on the **BACK** of the citation which can be used as a written "appearance" or "written notification". **ONLY TAKING APPEARANCES IN WRITING PRIOR TO DUE DATE**

PLEA CHOICES *You must enter one of the following pleas:*

GUILTY - means you admit guilty and either wish to give an explanation or just pay the fine. Once the fine is paid the case is closed.

NO CONTENDRE (NO CONTEST) - means that you personally do not want to admit guilt, but you do not want to contest the charge(s) in a trial. You may pay the fine, give an explanation or present proof of compliance to the offense. The judge will review your case and will determine whether he finds you guilty and sets a fine or dismisses the charge(s).

NOT GUILTY - means you deny guilt, and want a bench or jury trial to be set at a later date in this court. You must post a bond set by the judge to ensure that you will be present for the trial.

SIGNATURE: x _____ **DATE: x** _____

OPTIONS:

DRIVERS SAFETY COURSE/DEFENSIVE DRIVING COURSE (DSC/DDC) FOR 25 YEARS AND UNDER

If you are charged with a traffic offense, you may request DSC. The request must be made before the appearance date on the citation. You must enter a plea of guilty or no contest; present a Texas Driver's License and current insurance to the court; and pay a fee of **\$144.00**. You will have 90 days to complete the DSC/DDC. Upon presenting a certificate of completion to the court, the Judge may dismiss the offense.

DEFERRED DISPOSITION

The Judge may grant deferred disposition (place on probationary period) 30-60-90-180 days) on most offenses. The request must be made in writing before the appearance date on the citation. If you do not violate any laws of the U.S. during the probationary period, the Judge may dismiss the offense. A deferral fee will be set by judge.

MOTOR VEHICLE REGISTRATION / NO DL

Expired Registration or Failure to Display Driver's License/Expired DL cases may be dismissed at the Judge's discretion if the defect is remedied by your court appearance date and proof is presented in writing to the court (a \$20 dismissal fee is required for each violation).

FAILURE TO PROVIDE FINANCIAL RESPONSIBILITY

If you present evidence of financial responsibility (insurance), valid at the time of the offense, to the Court on or before your appearance date this violation may be dismissed at judge's discretion.

Due to COVID 19 changes; a DROP BOX is also available outside the Police Department.

Be sure to enclose this form along with your money order or cashier's check made payable to

"City of Rio Hondo" or pay over the phone at 956-748-2102 or online: <https://www.municipalonlinepayments.com/riohondotx>