

CITY OF SNOOK MUNICIPAL COURT  
10245 FM 2155  
Mail to: P.O. BOX 10 SNOOK, TEXAS 77878  
(979) 272-3021

OFFICE HOURS: MONDAY-FRIDAY 8:00AM TO 4:00PM  
(CLOSED 12:00pm – 1:00pm)

To find out your fine amount call or inquire by sending an email to [court@cityofsnook.com](mailto:court@cityofsnook.com). Online payments are not available at this time.

Please note: If you choose to make a cash payment in person, you will need to provide the exact amount.

To file a compliment or complaint on an officer, please visit: <https://www.cityofsnook.com/police>

The citation issued to you by a City of Snook Police Officer will result in a complaint being filed against you in this court.

This letter is furnished as a courtesy to you by the MUNICIPAL COURT OF SNOOK, OF BURLESON COUNTY, TEXAS. **You must complete the appropriate section on the reverse side of this form for DRIVING SAFETY COURSE OR DEFERRED DISPOSITION (PROBATION).**

PLEASE NOTE: THE JUDGE CANNOT DISCUSS THE MERITS OF A PENDING JUDICIAL PROCEEDING PRIOR TO TRIAL. **IF YOU FAIL TO RESPOND TO THE CHARGE(S) BY THE DATE SHOWN ON THE CITATION, AN ADDITIONAL CHARGE WILL BE FILED AGAINST YOU FOR VIOLATING THE PROMISE TO APPEAR, THE DEPARTMENT OF PUBLIC SAFETY WILL DENY RENEWAL OF YOUR DRIVER'S LICENSE AND WARRANTS MAY BE ISSUED FOR YOUR ARREST.**

NOTE: JUVENILES 16 & UNDER MUST APPEAR IN COURT WITH PARENT OR GUARDIAN. ALL PROVISIONAL DRIVER'S LICENSE HOLDERS WILL BE REQUIRED TO RE-TAKE THE DRIVER'S TEST UPON CONVICTION OF A MOVING VIOLATION. A JUVENILE WHO FAILS TO APPEAR BY THE TIME AND DATE ON A CITATION MAY HAVE HIS/HER LICENSE SUSPENDED AS REQUIRED BY LAW.

**Please complete this section:**

\_\_\_\_\_  
Name (As appears on your driver's license) Driver's license number

\_\_\_\_\_  
Current Mailing Address City, State, Zip Telephone Number

\_\_\_\_\_  
Citation No. Date of Citation Date cited to appear on or before

.....  
(Do not cut)

**OPTION 1 - PAYMENT OF FINE**

\_\_\_\_\_ I hereby enter a plea of **GUILTY** or **NO CONTEST** (circle one) to the charges of \_\_\_\_\_  
and waive jury trial and appearance for trial. Enclosed is a **CASHIER'S CHECK OR MONEY ORDER (NO PERSONAL CHECKS ACCEPTED)** for the fine amount made payable to the Milford Municipal Court. (Enclose a self-addressed, stamped envelope if you need a receipt.)

**OPTION 2 - NOT GUILTY PLEA (REQUEST FOR TRIAL)**

\_\_\_\_\_ I hereby enter a plea of **NOT GUILTY** to the charge of \_\_\_\_\_ and  
request: **A JURY TRIAL / NON-JURY TRIAL (circle only one)**. You will be notified by mail of your pre-trial date.

\_\_\_\_\_  
DEFENDANT'S SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
FINE AMOUNT

**OPTION 3 – REQUEST FORM FOR DRIVING SAFETY COURSE**

**(Failure To Remit This Form ON OR BEFORE Your Appearance Date Will Result In INELIGIBILITY For The Course)**

A Driver's Safety Course Deferral may dismiss some violations. The following **affidavit must be completed, signed, and notarized.**

In order to take a driver's safety course in lieu of a conviction being entered on my driving record, I hereby state under oath:  
**(CIRCLE TRUE OR FALSE FOR EACH STATEMENT)**

**True / False** - I am requesting the safety course on or before my answer date either in person or by mail.

**True / False** - I hold a valid Texas Driver License **(Copy Enclosed)**. Non CDL license holders only.

**True / False** - I have proof of financial responsibility (Liability Insurance) **(Copy Enclosed)**.

**True / False** - I have not had a safety course in the last 12 months or presently enrolled in a safety course to have a traffic citation dismissed.

**True / False** - I was **not** going more than 24 mph over the posted speed limit

**True / False** - I was **not** going more than a speed of 94 mph.

**True / False** - I understand that I CANNOT take the driving safety course if citation was issued in a Construction Zone when workers are **present**.

**True / False** - I am enclosing a cashier's check or money order for **\$134.00** made payable to the City of Snook Municipal Court.

**(NO PERSONAL CHECKS OR ONLINE PAYMENTS WILL BE ACCEPTED)**

**True / False** - I am **enclosing** a self-addressed, stamped envelope.

I hereby enter a plea of **GUILTY or NO CONTEST (circle one)** to the charge of \_\_\_\_\_ and request the safety course deferral. I understand I will be required to pay a fee to the safety class of my choice. **YOU WILL BE NOTIFIED BY MAIL IF YOUR REQUEST IS GRANTED. (After Approval, you will be required to remit the SIGNED "COURT COPY" of the Certificate of Completion to the Court with a copy of your TYPE 3A DRIVING RECORD.)**

DEFENDANT'S SIGNATURE

DATE

SWORN TO AND SUBSCRIBED BEFORE ME this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

SEAL

NOTARY PUBLIC

**OPTION 4 – REQUEST FORM FOR DEFERRED DISPOSITION (PROBATION)**

**(This section does not apply to violations committed in a Construction Zone While Workers Present)**

**If you are under the age of 25 and request probation you will be required to take a Driving Safety Course. If you hold a CDL or if speeding 25 mph or more over the posted speed limit you are NOT eligible.** Deferred will be granted at the Judge's discretion. Please be aware, that if granted deferred, the fine amount will be higher than the original fine. **Fee for probation is fine amount plus \$50 at time of request. You will be placed on probation for no more than 180 days. YOU WILL BE NOTIFIED BY MAIL IF YOUR REQUEST IS GRANTED.**

**Deferred Requirements:** 1) Submit this form signed and dated. 2) Copy of Driver's License 3) Self-addressed stamped envelope.

4) Fine amount plus \$50.00 **(Money Order or Cashier's Check ONLY. NO PERSONAL CHECKS OR ONLINE PAYMENTS WILL BE ACCEPTED.)**

**GUILTY or NO CONTEST (circle one)**

DEFENDANT'S SIGNATURE

DATE