



City of Manor Municipal Court
Office: 105 E. Eggleston, Mailing: P.O. Box 589, Manor, Texas 78653
Office: 512-272-8178 Fax: 512-272-8636

APPLICATION FOR DRIVER SAFETY COURSE

You may apply for a Driver Safety Course via US Mail or email by submitting the application below on or before your scheduled appearance date.

Mail application and the items below to:

City of Manor Municipal Court
P.O. Box 589
Manor, Texas 78653

Submit this application and a color copy of the items below to:

court@manortx.gov

The following items must accompany your signed application:

1. A copy of your driver's license front and back (**not a Commercial Driver's License [CDL]**); and,
2. A copy of Current proof of vehicle insurance; and,
3. Payment of court required fees: \$144.00 (Non-School Zone) OR \$179.00 (School Zone):
 - **Online requests** - Call the court at 512-272-8178 to pay over the phone with a Visa or MasterCard (\$3 fee applies effective 1/15/2024).
 - **Mailed requests** - Money order or cashier's check made payable to the "City of Manor". **Must be post marked no later than the initial appearance date indicated on citation.**
4. Include the citation number(s) to ensure proper processing.

You are NOT ELIGIBLE to take Driver Safety Course to dismiss a ticket if:

- You have completed a driving safety course within the 12 months preceding the date of the offense; and,
- You are a holder of a CDL (Commercial Driver's License); and,
- You were speeding 25 miles or more over the limit or in excess of 95 m.p.h.; and,
- You were charged with these specific offenses:
 - Passing a school bus
 - Offense in a construction or maintenance work zone when workers were present
 - Leaving the scene of an accident; and,
- You do not have a Texas Driver's License.

Defendants 16 years of age or younger are required to appear with their parent before the Judge in order to request Driver Safety Course. **Defendants 24 years of age or younger** at the time of the alleged offense must also complete a Driver Safety Course in addition to complying with the terms of deferred disposition by mail.

I hereby enter a plea of **Guilty** or **No Contest** to the violation of _____ and waive my right to a jury trial. I have not requested discovery from the State under Art. 39.14 of the Texas Code of Criminal Procedure. I request that the Court allow me to satisfy the offense by completing a Driving Safety Course. I understand that if I successfully complete the terms of the Driving Safety Course by the specified time indicated my case will be dismissed. If I do not successfully complete the terms of the Driving Safety Course order, I will receive a notice to appear in court to show cause why I did not complete the terms of Driving Safety Course as ordered. Furthermore, I understand that if I do not show sufficient cause, the Driving Safety Course will be revoked and a judgment of guilt will be entered and will be reported to the Texas Department of Public Safety in accordance with Texas Code of Criminal Procedure, Art. 27.14(c).

Defendant Signature/Signature of Attorney of Record

Date of Signature

Print Name (Defendant's or Attorney's)

Address

City

State

Zip

Telephone Number

Email Address

Citation Number