



Trophy Club Municipal Court  
 1 Trophy Wood Dr  
 Trophy Club, Texas 76262  
 682-237-2990  
 Fax 682-237-2996  
[court@trophyclub.org](mailto:court@trophyclub.org)

**REQUEST FOR DRIVER'S SAFETY COURSE**

Return this form to the Municipal Court either in person or by mail, postmarked on or before your appearance date.

**INCOMPLETE OR LATE REQUESTS WILL BE DENIED!**

DEFENDANT NAME: \_\_\_\_\_

CITATION NUMBER: \_\_\_\_\_ OFFENSE: \_\_\_\_\_

I wish to plea: \_\_\_\_\_ Guilty or \_\_\_\_\_ No Contest  
 And waive my right to a jury trial or hearing by the court.

I hereby enter my appearance on the complaint of the above stated offense. I understand that I have a right to a jury trial. I hereby waive my right to a jury trial and elect to take a driving safety course.

I understand that I must:

- Present to the court a valid Class C Texas Driver's license or permit, **at time of request;**
- Present to the court proof of financial responsibility (automobile liability insurance), **at time of request;**
- Pay court costs of \$134.00 and a \$10.00 fee, totaling \$144.00 to the court, **at time of request;**  
*For violations occurring in school zones: court costs of \$159.00 and a \$10.00 fee totaling \$169.00*

Present to the court a certified copy of driver's record from the Department of Public Safety within 90 days of this request;

You may request your driver's record on line at <https://txapps.texas.gov/tolapp/txldrcdr/TXDPSLicenseeManager>

- (Record type 3A only) or by mailing the Application for Driver's Record to the DPS.
- Present to the court a uniform certificate of driving safety course completion from a Texas Education Agency approved course 90 days from this request; and

I understand that:

- If I complete a driving safety course within the required time, the charge against me will be dismissed and the court will report to the Department of Public Safety the completion date of the driving safety course for inclusion on my driving record.
- If I fail to present to the court proof of completion of the driving safety course and a copy of my driving record within the time required, the court will require my appearance at a show cause hearing.

\_\_\_\_\_  
 Defendant's Signature

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Address                                      City                                      State                                      Zip                                      Phone Number

**AFFIDAVIT (MUST BE SIGNED IN FRONT OF A NOTARY)**

I state under oath that I am not in the process of taking a driving safety course, nor have I completed a course that is not yet reflected on my driver's record as maintained by the Texas Department of Public Safety in the past twelve months.

\_\_\_\_\_  
 Defendant's Signature

**Sworn and Subscribed** before me, the undersigned authority on this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
 Notary Public or Court Clerk  
 In and for the State of Texas

**YOU WILL RECEIVE A REPLY FROM THE COURT TO THE ADDRESS ABOVE WITH FURTHER INSTRUCTIONS. YOU MAY NOT REGISTER FOR A DRIVER'S SAFETY COURSE UNTIL YOU RECEIVE APPROVAL FROM THE COURT.**