

CASTLE HILLS MUNICIPAL COURT  
209 LEMONWOOD DR  
CASTLE HILLS, TX 78213

NAME \_\_\_\_\_  
ADDRESS \_\_\_\_\_  
CITY \_\_\_\_\_  
STATE & ZIP CODE \_\_\_\_\_  
 UPDATE COURT FILES WITH THIS ADDRESS

I, \_\_\_\_\_ have been charged with the offense of \_\_\_\_\_ in the municipal court of the City of Castle Hills.

I do hereby enter my appearance and plead NO CONTEST to the offense charged, and since I have not taken a Driving Safety Course in the past 12 months before my citation, I request that the Court grant me the driving safety course dismissal option.

Attached are the following required items:

1. a copy of my Texas Driver's license / Permit, (or active duty military ID and driver's license from my home state,
2. a copy of my liability insurance card, and
3. payment of court costs in the amount of \_\_\_\_\_.

I understand that in order to be eligible for the driving safety course dismissal, ALL required items must be presented to the Court no later than the date assigned on my citation and I MAY NOT take the course until I have been given permission by the court.

Please send the Court's response and all documents to the address I've provided on this form.

DEFENDANT IDENTIFICATION

RACE \_\_\_\_ SEX \_\_\_\_\_ DOB \_\_\_\_\_ CITATION # \_\_\_\_\_  
DRIVER'S LICENSE # \_\_\_\_\_ LICENSE STATE \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

- This form can only be used for ONE MOVING violation.
- Incomplete requests will NOT be accepted.
- This form can NOT be used for cases in warrant or collections status