



East Bernard Municipal Court
Judge Glenn P. Russell
704 Church Street-East Bernard, TX 77435
979.335.6558
deputyclerk@eastbernardtx.com

IMPORTANT INFORMATION - PLEASE READ CAREFULLY

ALL DEFENDANTS MUST CONTACT THE MUNICIPAL COURT ON OR BEFORE THE APPEARANCE DATE AT THE BOTTOM OF THE CITATION AND A PLEA MUST BE ENTERED BY SUCH DATE.

JUDGE RUSSELL IS AVAILABLE WEDNESDAY 1:00 P.M.-3:00 P.M. ONLY.

DRIVING SAFETY COURSES AND DEFERRED DISPOSITION MUST BE APPROVED BY THE JUDGE.

IF YOU WOULD LIKE TO REQUEST DEFERRED DISPOSITION FOR YOUR CITATION, PLEASE SEND A WRITTEN REQUEST TO JUDGE RUSSELL WITH A COPY OF THE CITATION. PLEASE MAKE SURE THE REQUEST HAS A CURRENT MAILING ADDRESS AND TELEPHONE NUMBER. PLEASE NOTE A DEFERRAL FEE OF \$ 15.00 WILL BE ADDED TO THE AMOUNT OWED. YOU WILL HAVE 14 DAYS TO PAY AFTER DEFERRED DISPOSITION IS GRANTED.

***FOR QUESTIONS ABOUT PLEA OPTIONS, TO ACCESS THE AMOUNT OF YOUR FINE, OR TO PAY ONLINE, PLEASE VISIT WWW.EASTBERNARDTX.COM/PAGE/MUNICIPAL FOR PAYMENT OPTIONS, CLICK ON "HOW DO I PAY". YOU WILL NEED YOUR CITATION NUMBER TO VIEW AMOUNT AND TO PROCESS YOUR PAYMENT. THERE ARE ADDITIONAL PROCESSING FEES FOR USING THIS SERVICE. YOU CAN ALSO SCAN THE QR CODE BELOW.

IF YOU ARE UNABLE TO PAY THE FINE AND COSTS, THERE ARE ALTERNATIVES TO THE FULL PAYMENT OF ANY FINE OR COSTS OWED AND WE WILL DISCUSS THIS WITH YOU AT OUR COURT. SHOULD YOU NOT APPEAR AT OUR COURT OR MAKE CONTACT WITH THE COURT AT ANY TIME, YOU COULD HAVE A WARRANT ISSUED AND YOU COULD BE ARRESTED FOR FAILURE TO APPEAR.

INSTRUCTIONS FOR ENTERING PLEA (NO DSC OR DEFERRED REQUEST)

- ☐ I HEREBY ENTER A PLEA OF GUILTY and waive appearance for trial. Cashier's Check or Money Order for fine amount with a copy of ticket enclosed.
- ☐ I HEREBY ENTER A PLEA OF NOLO CONTENDERE and waive appearance for trial. Cashier's Check or Money Order with a copy of ticket is enclosed.
- ☐ I HEREBY ENTER A PLEA OF NOT GUILTY AND REQUEST A TRIAL
BY ☐ JUDGE /BY ☐ JURY. I UNDERSTAND I WILL ATTEND A PRE-TRIAL BEFORE SUCH TRIAL TAKES PLACE.

(You will be notified of court date.)

Signature: _____ Date: _____

Scan to make a
citation payment





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Do I qualify for Driver's Safety Course?

1. Is your ticket a moving violation – (were you speeding or did you run a stop sign?)
2. Were you going LESS than 25 miles over the speed limit?
3. Has it been 12 months or longer since you took a Driver's Safety Course?

If you answered YES to all 3 questions, you qualify!

CDL DRIVERS DO NOT QUALIFY TO TAKE A DRIVER'S SAFETY COURSE.

TO REQUEST A DRIVING SAFETY COURSE, PLEASE FOLLOW DIRECTIONS BELOW.

You must enter a plea of NOLO CONTENDERE or GUILTY and send the above requirements to the court along with this signed and notarized form.

1. COPY OF VALID DRIVER'S LICENSE
2. COPY OF VALID INSURANCE (YOU MUST HAVE INSURANCE TO REQUEST DSC)
3. COPY OF CITATION
4. CASHIER'S CHECK OR MONEY ORDER FOR \$144.00: MADE PAYABLE TO EAST BERNARD MUNICIPAL COURT
5. SELF-ADDRESSED STAMPED ENVELOPE

INSTRUCTIONS FOR ENTERING PLEA (NO DSC OR DEFERRED REQUEST)

- ☐ I HEREBY ENTER A PLEA OF ☐ NOLO ☐ GUILTY and waive appearance for trial. I request the right to take a driving safety course approved by the Texas Dept. of Public Safety for the dismissal of a traffic violation. I am not in the process of taking, nor have I taken a driving safety course that is not reflected on my driving record, nor have I had the driving safety course within the last 12 months.

Signature: _____ Date: _____

Sworn to and subscribed before me, the undersigned authority, on _____, _____.

(Seal)

_____ Notary Signature