

**AFFIDAVIT AND REQUEST FOR DRIVER OR MOTORCYCLE SAFETY COURSE**

DEFENDANT (Last, First): \_\_\_\_\_ Email Address: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_ City, State, Zip \_\_\_\_\_  
Phone Number: \_\_\_\_\_ Citation Number: \_\_\_\_\_ Offense: \_\_\_\_\_

**I DO SOLEMNLY SWEAR OR AFFIRM THAT THE FOLLOWING STATEMENTS ARE TRUE AND CORRECT (please check all applicable boxes):**

- I was charged with an offense eligible for DSC and have verified this fact with the Court.
- I am not currently taking such a course, nor have I completed one within the 12 months preceding the date of my current offense, which is not shown on my driving record as maintained by the Texas Department of Public Safety, (Article 45.0511 (c) (3), C.C.P.).
- I possess a valid Texas driver’s license or permit.
- I do **NOT** possess a commercial driver’s license in any state, nor did I hold a commercial driver’s license when the offense was committed.
- I possess proof of financial responsibility.
- I was **NOT** passing a school bus.
- The offense was **NOT** committed in a construction or maintenance work zone while workers were present.
- I did **NOT** fail to remain at a collision scene (*if applicable*).
- I UNDERSTAND THAT **IF MY REQUEST TO TAKE A COURSE IS GRANTED**, I must pay an administrative fee and state court costs for a total amount of **\$144.00 or \$169.00 for school zone offenses**, to the City of Melissa.
- I UNDERSTAND THAT **IF MY REQUEST TO TAKE A COURSE IS GRANTED**, I MUST RETURN THE FOLLOWING **TWO (2) DOCUMENTS TO THE MELISSA MUNICIPAL COURT**:
  1. **Certificate of Completion**: I must return a completion certificate of the driving safety course (<https://www.tdlr.texas.gov/dessearch>) within 90 days of the date my request is granted. I must also contact the driving school to set up the course and pay them a fee for their course.
  2. **Driving Record**: I am responsible for requesting a certified copy of my driving record (type 3A) from the Texas Department of Public Safety. The driving record is not needed to complete the driver’s safety course but must be returned to the court along with the driver’s safety course completion certificate. I can request that document, online, from ([www.dps.texas.gov/driverlicense/driverrecords.htm](http://www.dps.texas.gov/driverlicense/driverrecords.htm))
- I understand that, upon timely receipt at the Melissa Municipal Court of the two (2) documents listed above, my case can be dismissed, and a record of attendance will appear on my driving record with the Texas Department of Public Safety showing the dismissal.
- I understand that, in the case that I do not comply with the requirements for dismissal:
  1. A conviction may be entered.
  2. I will owe the balance of the citation and a report will be made to the Department of Public Safety.
  3. If the balance of the case is not paid in full immediately after a guilty conviction, a warrant of arrest can be issued which will increase the price of the case by \$50.00.

**I HEREBY ENTER BY PLEA OF “NO CONTEST” OR “GUILTY”, AND WAIVE MY RIGHT TO A JURY TRIAL/APPEAL, AND REQUEST TO TAKE A DRIVER OR MOTORCYCLE SAFETY COURSE**

Defendant’s Signature \_\_\_\_\_ Date \_\_\_\_\_ Court Clerk’s Signature (If submitted in Person) \_\_\_\_\_

Sworn and subscribed before me, the undersigned authority on this the \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_

\_\_\_\_\_  
Notary Public

**Important Information:** Your signature on this form may be witnessed and signed by the court clerk if submitted in person; or your signature must be notarized if submitted online or by mail. A copy of your valid Texas Driver’s License and proof of current Motor Vehicle Liability Insurance must be submitted with your request. You must receive the court’s permission **BEFORE** taking the course. Please allow 48-72 hours to process your request.