

PAYMENT OPTIONS

PAY ONLINE INSTRUCTIONS:

www.cityofcolemantx.us/court select "Pay Citations Online". 5% service fee applies.

PAY IN PERSON INSTRUCTIONS: You may pay your citation in person at the Front Desk Counter located inside the front entry door of City Hall, located at **200 West Liveoak, Coleman, Texas**. Use of a credit or debit card will incur a 5% service fee.

PAY BY PHONE INSTRUCTIONS: Have your citation number, full name, and driver's license number ready, then call the City of Coleman front desk at: **(325)625-4116**. You may use either: Visa, Mastercard, or Discover Card (Credit or Debit) to make payment. You will incur a 5% fee for this service. You may request a receipt be mailed to you at the time of transaction. Please be sure to give your current mailing address to the clerk who takes your payment.

PAY BY MAIL INSTRUCTIONS: You may mail-in your payment with a money order or cashier's check (no personal checks) made out to "Coleman Municipal Court". Use the memo field on the money order or cashier's check to indicate the name of the defendant and citation or case number. **PO Box 592, Coleman, Tx 76834**

HOW MUCH IS YOUR CITATION?

The court establishes a pre-determined acceptable amount for most violations. You may utilize the "Pay Online Instructions" above to see the current balance of your citation or contact the court directly at (325) 625-5236. In addition, the Judge will consider your ability to pay and alternatives may be offered on an individual basis.

MAKE YOUR APPEARANCE

Every defendant must make an appearance and enter a written plea, either in person or by mail. Telephone calls are not considered an appearance by state law. Email communication is allowed, but a plea must be signed by the defendant.

Failure to make a timely appearance can result in consequences such as, additional fees, the inability to renew your drivers license, or warrants being issued for your arrest.

Juvenile defendants (under 17) must appear in person, with a parent. Minors (under 21) who are charged with an alcohol offense must also appear in person, but do not need a parent present.



THE COLEMAN MUNICIPAL COURT

IN THE CITY OF COLEMAN

COLEMAN COUNTY, TEXAS

www.cityofcolemantx.us/court

cityjudge@cityofcolemantx.us

(325) 625-5236 Office

(325) 625-5837 Fax

200 W. Liveoak St.

P.O. BOX 592

COLEMAN, TX 76834

This brochure is prepared to assist you in understanding court proceedings and to inform you of your rights and duties.

Your responsibility and decision at this time is to appear with the court to answer the charge(s) filed against you. Your written plea constitutes your appearance requirement.

Plea of Guilty:

A plea of guilty means you are admitting that you are guilty of the charges, offenses, or violations as filed by law enforcement.

Plea of Nolo Contendere "No Contest":

A plea of nolo contendere means that you are not contesting the charges; however, a plea of nolo contendere generally cannot be used against you in a civil suit for damages. If you do not contact the court and you simply pay for the citation, then you will have entered an automatic plea of nolo contendere.

Plea of Not Guilty:

A plea of not guilty means that you deny guilt and want to have your case heard before the court or a jury. You will be set for a pretrial hearing and prosecutor's conference, then proceed to a trial setting if required.

You may have options available to keep this ticket off of your record with a Deferred Disposition.

- Driver Safety Course – Your right.
- Deferred Adjudication – Court Option.

These options are not available to drivers with a Class A or B Commercial Drivers License (CDL).

These options are not available if you were cited for speeding 25 mph or more over the posted limit, passing a school bus, or cited in a construction zone with workers present.

If you are a licensed driver age 15 to 25, then you are required to complete the Driver Safety Course.

Depending on the situation, I understand that the Judge may be able to offer me other ways to pay or earn credit towards my fine and court costs. For the Judge to consider such circumstances, and to avoid the possibility of being arrested, I am required to provide timely and sufficient proof to the Court.

This court reports convictions to The Texas Department of Public Safety; statistics to the Office of Court Administration; Driver License Holds to DPS-OMNI MSB; Fail to Appear/Fail to Pay to a State-wide system; Past Due balances to GHS Collections; and Issues Warrants for Arrest to any Texas Peace Officer.

PLEA FORM FOR ANY CITATION

Fax, Scan/Email, Drop Off in Person, or Mail this Form on OR before your required appearance date as noted on the citation. Please Print Legibly. Make a duplicate of this form if you want to enter different pleas on multiple offenses.

Name: _____

Phone Number: _____

Email Address: _____

Citation Number: _____

Plea for the Offense of: _____

INITIAL EACH BOX THAT APPLIES TO YOU

Type of License: CDL NON-CDL

I hereby plead NOLO CONTENDERE and waive my right to trial /and/

I request Driver Safety Course for ticket dismissal /or/

I request consideration for Deferred Adjudication for ticket dismissal

I hereby plead GUILTY and waive my right to trial /and/

I request Driver Safety Course for ticket dismissal /or/

I request consideration for Deferred Adjudication for ticket dismissal

I hereby plead NOT GUILTY and request a trial:

by the Judge (Bench Trial) /or/

by a Jury (Six Random Citizens of the City)

I just want to pay for my ticket. I do not want a trial or a deferred disposition. I am aware that the offenses will go on my record and after I pay, on or before my appearance date, then I do not need to take any other action.

SIGNATURE: _____

DATE SIGNED: _____

The court's preferred method of correspondence is email.
cityjudge@cityofcolemantx.us