



Southlake Municipal Court

**Request for Deferred Disposition:**

*A 90-day probation, pay full fine plus \$25 special expense fee.*

**You may request Deferred Disposition by mail if all of the following are true:**

- ✓ You are at least 18 years of age & not a high school student.
- ✓ You do not have a Commercial Driver's License currently or at the time of offense.
- ✓ You have *not* been cited for a moving violation during the past 6 months in the State of Texas.
- ✓ You are not currently participating in a Deferred Disposition in *any* court.
- ✓ Your current citation cites no more than one moving violation.
- ✓ You are not charged with speeding in excess of 24 mph over the limit, nor a construction zone violation.

**Request By Mail-**Provide the following two (2) items to Municipal Court:

1. A completed Request Form. Sign and submit the Request Form below.
2. Payment: Fines (fees) for each violation are listed on the [Court website](#). You may also call the Court for current fine amounts.

**Mail Request To:** Southlake Municipal Court, 600 State Street, Suite 1000, Southlake, TX 76092

**Mail Request Form-Deferred Disposition**

I wish to enter a plea of \_\_\_Guilty \_\_\_No Contest (check one)

on Citation # \_\_\_\_\_ and, I waive my right to a jury trial and request a 90-day deferment to complete the grounds of probation set by the court. I understand that this plea enters a guilty judgment, and this judgment will be removed upon completion of the probation requirements.

**I further understand that I am eligible to request Deferred Disposition for only one violation at a time. My failure to comply with the terms of this request will result in an assessment of a fine and a possible conviction on my record.**

Signature: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_  
Street & Number City, State, Zip Code

**PERSONAL STATEMENT**

Now comes the defendant in the above styled and numbered case and requests that he/she be granted Deferred Disposition in support of the defendant's application would show the court the following:

"My name is (printed name): \_\_\_\_\_ and I stand charged with the offense of \_\_\_\_\_.

I am requesting the Court to grant me deferred disposition for a period of 90 days.

I understand that, *if* I was **24 years of age or younger** at the time of the violation, I am also required to complete an approved Driving Safety Course within my deferment period and submit proof of such course to the Court.

- ✓ I have not been cited for a moving violation in the past 6 months in the State of Texas.
- ✓ I am not currently on probation within the State of Texas for any violation.
- ✓ I do not possess a Commercial Driver's License of any kind."

Signature: \_\_\_\_\_