

MUNICIPAL COURT
CITY OF NEEDVILLE

P.O. Box 527 Needville, Texas 77461
Phone (979) 793-4253 Fax (979) 793-6055
court@cityofneedville.com

1. This letter is furnished to you as a courtesy of Municipal Court, City of Needville, to assist you in making disposition of the charge(s) filed against you.
2. IF YOU WISH TO ENTER A PLEA OF "NOT GUILTY" and desire to have a trial, you must so indicate in the proper space provided below. If you enter a plea of NOT GUILTY, you must appear before the Court for your trial. You must also post an appearance bond prior to your trial in the amount set by the Judge. This bond may be mailed to the Judge at the address listed above and it must be approved by the Judge. You must return the bond, this letter and your copy of the citation no later than the appearance date shown on the citation. You will be notified by return mail of the court date set for your trial.
3. IF YOU WISH TO ENTER A PLEA OF "GUILTY", please so indicate below in the proper space provided. To determine your fine(s) and cost(s), refer to the schedule shown on the reverse side of this letter. The Guilty Plea indicates you agree to waive appearance before the Court for trial.
4. IF YOU WISH TO ENTER A PLEA OF "NOLO CONTENDERE", please so indicate in the proper space provided below. A plea of Nolo Contendere means that you do not contest the State's charge(s) against you and that you agree to waive appearance before the Court for trial. The fine for Nolo Contendere plea is the same as that for a plea of Guilty. To determine the amount of the fine(s) and cost(s), contact City of Needville Municipal Court at (979) 793-4253.
5. THIS COURT DOES NOT ACCEPT PERSONAL CHECKS. MAKE ALL REMITTANCE BY CASHIER'S CHECK OR MONEY ORDER MADE PAYABLE TO THE COURT NAMED AT THE TOP OF THIS LETTER. (CASH IS ACCEPTED IF PAYMENT IS MADE IN PERSON.) RETURN YOUR COPY OF THE CITATION (TICKET) AND THIS LETTER WITH YOUR REMITTANCE TO ASSURE PROPER CREDIT.
6. IF YOU FAIL TO RESPOND TO THIS CHARGE BY THE APPEARANCE DATE SHOWN ON THE CITATION, an additional charge may be assessed against you for VIOLATION OF PROMISE TO APPEAR with a WARRANT ISSUED FOR YOUR ARREST

Name: _____ (Please Print Full Name)

Driver's License Number: _____ Date of Birth(Fecha de nacimiento): _____

*ENCLOSE YOUR COPY OF THE CITATION AND DRIVER'S LICENSE WITH YOUR REMITTANCE OR BOND.

Cause # _____ Phone (Teléfono) # _____

Check One (Marque uno):

- ☐ I hereby enter a plea of "NOT GUILTY". I request a trial by _____ Judge _____ Jury. Trial cases must post appearance bond. CONTACT JUDGE for amount of bond. (Por la presente presento una declaración de "NO CULPABLE". Solicito un juicio con _____ juez _____ jurado. Los casos de juicio deben presentar fianza de comparecencia. CONTACTE AL JUEZ para conocer el monto de la fianza.)
- ☐ I hereby enter a plea of "NO CONTEST" and waive appearance for Trial. Cashier's Check or Money Order in the amount of the fine(s) is enclosed. (Por la presente presento una declaración de "NO CONTESTO" y renuncio a la comparecencia para el juicio. Se acompaña un giro bancario o cheque certificado por el importe de la multa(s).)
- ☐ I hereby enter a plea of "GUILTY" and waive appearance for Trial. Cashier's Check or Money Order in the amount of the fine(s) is enclosed. (Por la presente presento una declaración de "CULPABLE" y renuncio a comparecer en el juicio. Se adjunta un cheque de caja o giro postal por el monto de la(s) multa(s).)

Signature: _____ Date: _____