

# JUSTICE COURT COURTESY LETTER

JUDGE JANA LEMONS

JUSTICE OF THE PEACE

[www.co.armstrong.tx.us](http://www.co.armstrong.tx.us)

PO BOX 539  
CLAUDE TEXAS 79019

TEL: 806.553-2860 x2  
FAX: 806.553.5631

**YOUR APPEARANCE DATE IS THE DATE YOU MUST ANSWER THE COURT IN WRITING.  
EITHER IN PERSON OR BY MAIL.**

This letter is furnished as a courtesy to you by Judge Jana Lemons to assist you in processing the charges filed against you.

- READ THIS ENTIRE LETTER BEFORE CALLING THE OFFICE.**
- PLEASE NOTE:** The Judge cannot discuss the merits of a pending judicial proceeding prior to trial; Canon 3 (5), Code of Judicial Conduct. This means that the Judge cannot discuss your citation with you. Clerical staff is available to discuss procedural questions only.  
**THE JUDGE, INCLUDING STAFF, CANNOT GIVE LEGAL ADVICE.**
- Failure to respond** to the charge(s) by the appearance date on the citation will result in the fine amount being raised and may result in an additional charge of **VIOLATE PROMISE/FAILURE TO APPEAR**, and a warrant may be issued for your arrest. The Failure to Appear will be entered into a Statewide Computer and may prevent a renewal of your driver's license for Texas Drivers. For Out of State Drivers, failure to comply with the terms of the citation will result in the issuance of a Nonresident Violator Compact and your driver's license will be suspended.
- A **JUVENILE** who fails to appear by the time and date on a citation may have their license suspended as required by law. **JUVENILES MUST APPEAR BEFORE THE JUDGE. PLEASE CALL TO SCHEDULE AN APPEARANCE TIME.** A Juvenile must also be accompanied by a parent or guardian. Juveniles who fail to appear or who fail to pay their fine will be reported to the
- Department of Public Safety and their driver's license will be suspended. If they do not have a driver's license, they will not be able to obtain one until they have disposed their case. **Contact the Court to schedule an appearance time.**
- If you wish to enter a plea of **GUILTY** or **NOLO CONTENDERE**, please indicate on reverse of this form. A plea of Nolo Contendere means that you do not contest the State's charge(s) against you. The fine for a Nolo Contendere plea is the same as that for a plea of Guilty. Either plea indicates that you agree to waiver appearance before the Court for trial.
- After entering a Plea of Guilty or Nolo Contendere, you may request to take a Driver's Safety Course or a Deferral. For Deferral information, please contact the Court. Payment Plan information can be found on our website.
- If you wish to enter a plea of **NOT GUILTY** and desire a trial, please indicate below in the proper space provided. If you plead not guilty, you will be required to appear in court. You will be notified by mail for the next available Docket. This plea must be in writing. You must also submit a current address to the Court.

## VIOLETIONS FINE SCHEDULE (INCLUDES COURT COST)

This is a pre-set acceptable fine amount set by the Court and is subject to change.

If Your Violation is Not Listed or it is **PAST YOUR APPEARANCE DATE**, Please Contact the Court

SPEEDING	after appear date	MOVING VIOLATIONS	after appear date	EQUIP - INSPECT - REG VIOLATIONS	
1 - 10 mph over	\$209.00* \$300.00+	Disregard/Run Stop Sign	\$209.00* \$300.00	Defective Brake	\$209.00
11 - 19 mph over	\$234.00* \$300.00+	Fail to Control Speed	\$236.00* \$300.00	Defective Equipment	\$209.00
20 - 24 mph over	\$259.00* \$300.00+	Fail to Stop - School Bus	\$784.00 \$1,000.00	Expired/No Inspection	\$209.00
25+ mph over	\$332.00 \$350.00+	Disregard Warning Sign	\$220.00 \$300.00	Only One License Plate	\$209.00
				Window Tint Violation	\$209.00

**CONSTRUCTION ZONE WORKERS PRESENT  
per law - DOUBLE FINE**

**CONSTRUCTION ZONE WORKERS  
PRESENT per law - DOUBLE FINE - Contact  
Court**

**CDL VIOLATIONS**  
Not Eligible for Driving Safety  
Contact the Court

### DRIVERS LICENSE VIOLATIONS

Fail to Report Change	\$192.00	\$300.00
Restriction Violation	\$195.00	\$300.00
Driver w/Lic. Invalid	\$264.00	\$500.00
No/Expired Lic.	\$214.00	\$300.00

### SEAT BELT VIOLATIONS

No seat belt under 8	\$220.00*
No seat belt 8-16	\$234.00*
No seatbelt 15+/Driver	\$184.00*

\*may be eligible for Driver's Safety Course

### LIABILITY INSURANCE VIOLATIONS

No Proof of Liability Insurance	\$395.00/\$500.00
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SOME VIOLATIONS MAY BE DISMISSED WITH PROPER PROOF – NOTIFY THE COURT FOR ASSISTANCE.

ARMSTRONG COUNTY JUSTICE OF THE PEACE COURT ACCEPTS PAYMENTS IN THE FOLLOWING MANNER:

CASHIER'S CHECK OR MONEY ORDER ONLY  
PAYABLE TO JUSTICE OF THE PEACE  
PO BOX 539  
CLAUDE TEXAS 79019

CREDIT OR DEBIT CARD  
[armstrongjp.govtportal.com](http://armstrongjp.govtportal.com) (Convenience fee of 4.5%)  
1-866-866-9940 Citation located by DL #  
Citation # will start with TX or a series of 7 numbers XX (SPACE) XXXXXX

**A conviction of an offense under a traffic law of this state or a political subdivision of this state may result in the assessment on your driver's license of a surcharge under the driver responsibility program. Effective date: 9-1-05**

**JUSTICE COURT COURTESY LETTER**  
**JUDGE JANA LEMONS**  
JUSTICE OF THE PEACE [www.co.armstrong.tx.us](http://www.co.armstrong.tx.us)

**PLEA REPLY FORM**  
Mail to the Justice Court  
PRINT Clearly

\_\_\_\_\_  
DATE                      Citation/Citation No                      DL State/#                      DOB

- \_\_\_\_\_ 1. I hereby enter a plea of **GUILTY /NOLO CONTENDRE** (*circle one*), enclose my court costs & fine, waive my right to a jury trial and discovery under T.C.C.P. Art. 39.14. trial.
- \_\_\_\_\_ 2. I plead NOT GUILTY, waive my right to a jury trial\* and request a trial before the Court.
- \_\_\_\_\_ 3. I plead NOT GUILTY, and request a trial\* before a jury.

\_\_\_\_\_  
Printed Name (as shown on Driver's License)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Address

\_\_\_\_\_  
Home Phone No. or Cell

\_\_\_\_\_  
City, State, Zip Code

\_\_\_\_\_  
Place of Employment & Phone No.

Payment options:

CASHIER'S CHECK/MONEY ORDER

CREDIT/DEBIT (PAYMENTS ONLY)

PAYABLE TO JUSTICE OF THE PEACE  
PO BOX 539  
CLAUDE TEXAS 79019

CALL 866-866-9940  
WILL NEED DL #  
WILL NEED CITATION # or CAUSE #  
CALL OFFICE FOR # 806-553-2860 X2

ONLINE: [armstrongjp.govtportal.com](http://armstrongjp.govtportal.com)      **NO PERSONAL CHECKS ACCEPTED**

Payments made via Govt Portal will constitute a plea of Nolo Contendre and does not require this form to be mailed to Court. Enclose your copy of the citation with your remittance. For a receipt, enclose a self-addressed stamped envelope.

\*If a plea of "not Guilty" is entered. The case will be set on the court's docket and you will be notified by the court of the scheduled date for your case.

**PLEA, REQUEST, AND AFFIDAVIT FOR DRIVERS SAFETY  
COURSE OR MOTC INFORMATION**

I hereby enter a plea of NOLO CONTENDERE(No Contest), waive my right to a trial by jury and discovery under T.C.C.P. Art. 39.14. I request that the Court defer proceedings for 90 days so that I may complete an approved DSC or MOTC, present a uniform certificate or verification of course completion and a copy of by driving record to the court.

**Initial Each Line (if unable to initial each line, you are NOT eligible for DSC) --** This request must be received in the Justice Court **on or before** the appearance date on my citation.

- \_\_\_\_\_ I am a Texas Driver with Valid License at time of Citation  
\_\_\_\_\_ My Texas Driver's License is not a Commercial Driver's License (CDL)  
\_\_\_\_\_ If my citation was for Speeding, my speed was not more than 24mph over  
\_\_\_\_\_ If my citation was for Speeding, my speed was not more than 94mph  
\_\_\_\_\_ I have NOT taken a DSC or MOTC course within the last 12 month period for the purpose of having a traffic citation dismissed. It must be a complete 12 months.  
\_\_\_\_\_ I am NOT in the process of taking a DSC or MOTC course for another ticket in another Court.

**I understand the following:**

- \_\_\_\_\_ I have 90 days from the appearance date on the citation to complete the Defensive Driving Course and to present a uniform certificate of course completion to the court - Court Copy.  
\_\_\_\_\_ I have 90 days from the appearance date on the citation for the Court to receive a copy of my driving record (this request form will be mailed to me by the Court in my SASE).  
\_\_\_\_\_ if I fail to comply with any of these conditions on or before 90 days from appearance date, I will be required to pay the fine

**I am furnishing the Court with (MAIL THESE ITEMS)**

- \_\_\_\_\_ A copy of proof of Liability Insurance  
\_\_\_\_\_ A self-addressed stamped envelope  
\_\_\_\_\_ Money Order or Cashier's Check ONLY in the amount of \$146.00.  
(INSTEAD OF THE CITATION AMOUNT) (Cashier's Check or Money Orders ONLY)  
\_\_\_\_\_ PLEA & REQUEST - (This form-fill out top portion of Plea Form - Left) present this form **SIGNED** and **NOTARIZED**.

\_\_\_\_\_  
Defendant Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Address

\_\_\_\_\_  
Phone

\_\_\_\_\_  
City, State, Zip Code

\_\_\_\_\_  
Date of Birth

\_\_\_\_\_  
Citation No. (include full number with prefix)

\_\_\_\_\_  
Driver's License Number

Sworn to and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
Notary Public of State of Texas or Court Clerk, J.P. No. \_\_\_\_\_  
Please keep a copy of this request for your records