

## Taking Care of Tickets During the Covid-19 Pandemic

During the Covid-19 Pandemic, the Texas Supreme Court has issued several orders mandating courts to operate only in a manner which protects the health and safety of all parties having business with the Court. Although the Justice of the Peace Courts will be open during this time, all individuals are encouraged to resolve citations for violations remotely. The Precinct 4 Court offers several options to take care of your citations in remotely:

- 1. ONLINE PAYMENT:** You may pay your citations without the necessity of appearing in Court by paying online. Understand that in accordance with Texas Code of Criminal Procedure, Article 27.14 (c), case payment will result in a waiver of a jury trial and a finding of guilty, which may be reported to the Texas Department of Public Safety. Please allow one (1) to three (3) business days for your payment to be processed. Warrants will be recalled the next business day. Please keep your receipt for proof of payment. Please select here if you wish to [pay online](#).
  
- 2. REQUESTING DEFERRED ADJUDICATION (DEFERRED DISPOSITION/PROBATION):** Only certain types cases are eligible for deferred, and if you have a commercial driver's license, you are generally not eligible for deferred. In order to submit your case for review by the Judge, you must enter a Plea of "Guilty" or "Nolo Contendere (No Contest)." By entering a plea and submitting your case for review by the Judge, you acknowledge that you are waiving your right to a jury trial. In order to have the Judge review your request for deferred, please click on the link below (you may also submit your request in writing by regular mail) and **include the following information in your request:**
  - A. Name, Address, telephone number and e-mail address
  - B. Date of Birth
  - C. Driver's License Number
  - D. Charges (example: speeding, no insurance, expired registration, etc.)
  - E. Plea (Guilty or No Contest)
  - F. A statement as to your ability to pay – tell the Court if you believe you are indigent.

[Submit a request for Deferred Adjudication \(Deferred Disposition/Probation\)](#)

- 3. REQUESTS FOR DRIVING SAFETY COURSE:** Only certain types of violations are eligible for a Driving Safety Course. To be eligible for a Driving Safety Course: (1) you may not have taken it during the last 12 months, (2) you cannot have a commercial driver's license, (3) you must have a valid Texas driver's license (unless you are active duty military), (4) you must have valid liability insurance in your name and (5) if the offense is for Speeding, you cannot have been going 25 miles or more over the posted speed limit. If you wish to submit your case for review by the Judge, you must enter a Plea of "Guilty" or "Nolo Contendere (No Contest)." By entering a plea and submitting your case for review by the Judge, you acknowledge that you are waiving your right to a jury trial. To have the Judge review your request for Driving Safety Course, please click on the link below (you may also submit your request in writing by regular mail) and **include the following information in your request along with proof of items (1) through (4) described above:**
  - A. Name, Address, telephone number and e-mail address
  - B. Date of Birth
  - C. Driver's License Number
  - D. Charges (example: speeding, no insurance, expired registration, etc.)

- E. Plea (Guilty or No Contest)
- F. A statement made to the Court under penalty of perjury that you have not taken a Driving Safety Course in the last 12 months
- G. A statement as to your ability to pay – tell the Court if you believe you are indigent.

[Submit a request for Driving Safety Course](#)

- 4. SUBMIT YOUR CASE FOR REVIEW TO THE DISTRICT ATTORNEY:** If you wish to plea “Not Guilty,” you may submit your case for review by an Assistant District Attorney (ADA). An ADA will review your case and decide how to proceed on your case. In order to have an ADA review your case, please click on the link below (you may also submit your request in writing by regular mail) and **include the following information in your request:**

- A. Name, Address, telephone number and e-mail address
- B. Date of birth
- C. Driver’s License Number
- D. Charges (example: speeding, no insurance, expired registration, etc.)
- E. Plea (Not Guilty)
- F. A brief statement explaining your plea of “not guilty” (why you believe you are not guilty of the charged offense).
- G. A statement as to your ability to pay – tell the Court if you believe you are indigent.
- H. Choose whether to have your case decided by a Jury or by the Judge.

[Submit a plea of “Not Guilty” and request ADA review](#)

- 5. REQUEST TO SPEAK TO THE JUDGE:** During the Pandemic, the Precinct 4 Court has been conducting (and will continue to conduct) Court proceedings remotely (virtual court). This can be done by phone or by video conference. If you have already seen the Judge on a ticket, or if both parties agree to appear remotely and you wish to request a remote court proceeding, you may do so by selecting the following link: [Appearing in Court Remotely](#)

- 6. OFFENSES INVOLVING MINORS:** Cases involving juveniles are not eligible for disposition online. Matters involving juveniles as defined by certain offenses may include defendants who are under the age of 21. For these types of offenses, please contact the court by calling 210-335-4900, email [jp4@bexar.org](mailto:jp4@bexar.org), or by regular mail.

- 7. ADMINISTRATIVE DISMISSALS:** Certain violations, such as Driving without a License, No Insurance, No Vehicle Registration, No Hunting/Fishing License, No Hunter's Education Course, and other similar types of violations, may possibly be dismissed either with or without payment of a statutorily required administrative fee by submitted proof of the documentation in effect on the date of the offense. If you wish to submit your proof for review by the Judge for possible dismissal, please submit your request along with the following information and your proof of compliance:

- A. Name, Address, telephone number and e-mail address
- B. Date of Birth
- C. Driver's License Number
- D. Charges (example: speeding no insurance, expired registration, etc.)
- E. Plea (Guilty or No Contest)

F. A statement as to your ability to pay - tell the Court if you believe you are indigent.

[Submit documentary proof and a request for Judge to review for possible administrative dismissal](#)