

# Payment Plan Request

Defendant: \_\_\_\_\_

Citation(s): \_\_\_\_\_

I, \_\_\_\_\_, hereby plea **GUILTY/NO CONTEST** on the above citation(s) and waive my right to a  
(Defendant Name) (Circle One)

trial. I have enclosed the \$50 deposit per violation\*\*\* for a payment plan as outlined in the Terrell Hills Municipal Court Standing Order No. 10. As per Article 102.030 of the Code of Criminal Procedures, I understand that a \$15.00 fee will be added to each violation after 31 days from the payment plan start date. I agree to the term below (select one).

1. \_\_\_\_\_ To pay the remaining balance within 30 days from this request.
2. \_\_\_\_\_ My total amount owed is less than \$500.00 and I will make monthly payments of \$100.00 until my balance is paid in full.
3. \_\_\_\_\_ My total amount owed is between \$501.00 - \$1000.00 and I will make monthly payments of \$150 until my balance is paid in full.
4. \_\_\_\_\_ My total amount owed is over the amount of \$1,000.00 and I will make monthly payments of \$200.00 until my balance is paid in full.

I understand that failure to comply with the payment plan agreement may result in an arrest warrant being issued and a driver's license suspension order being issued to DPS. I understand that if I become delinquent on my payment plan, collections fees may be added to increase my total balance due by 30%. I further understand that if there is currently a hold on my driver's license, the hold will not be removed until payment is made in full on each violation.

Mailing Address: \_\_\_\_\_ Phone: \_\_\_\_\_

My name is \_\_\_\_\_  
(First) (Middle) (Last)

my date of birth is \_\_\_\_/\_\_\_\_/\_\_\_\_, and my address is

\_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, and \_\_\_\_\_.  
(Street) (City) (State) (Zip Code) (Country)

I declare under penalty of perjury that the foregoing is true and correct.

Executed in \_\_\_\_\_ County, State of \_\_\_\_\_, on the \_\_\_\_\_ day of \_\_\_\_\_, 2020.  
(Month)

\_\_\_\_\_  
Declarant (Defendant Signature)

Email to: [kschones@terrell-hills.com](mailto:kschones@terrell-hills.com) / Mail to: 5100 N. New Braunfels, San Antonio, TX 78209

\*\*\* There is a \$50 deposit for **EACH** violation you want on a payment plan. Cashier's check or money order only\*\*\*  
1 violation = \$50, 2 violations = \$100, 3 violations = \$150, etc.

(For Court to fill out) RECEIVED BY \_\_\_\_\_ ON: \_\_\_\_/\_\_\_\_/\_\_\_\_ ACCEPTED/DENIED (reason) \_\_\_\_\_