

A faint, light gray icon of a pair of scales of justice is centered in the background. It features a central vertical pillar with a horizontal beam across the top, from which two pans hang. A small flame-like shape is positioned above the beam.

# **DEFERRED PROCEEDINGS**

# DEFERRED PROCEEDINGS

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CAUSE NUMBER: \_\_\_\_\_

STATE OF TEXAS

§

IN THE MUNICIPAL COURT

VS.

§

CITY OF \_\_\_\_\_

§

\_\_\_\_\_ COUNTY, TEXAS

ORDER DEFERRING FURTHER PROCEEDINGS

The Court finds that \_\_\_\_\_, Defendant, [was found guilty (before the Court) (by a jury) of] [pled (guilty)(no contest) to] the offense of \_\_\_\_\_ on the \_\_\_ day of \_\_\_\_\_, 20\_\_\_, and that the punishment has been set at a fine of \$ \_\_\_\_\_ and court costs.

Court costs in the amount of \$ \_\_\_\_\_ are hereby ORDERED to be:

- checkbox paid immediately
checkbox paid through installments of \$ \_\_\_\_\_ per \_\_\_\_\_ (time period)
checkbox discharged through community service of \_\_\_\_\_ hours to be performed at \_\_\_\_\_
checkbox discharged by attending \_\_\_\_\_ hours of a tutoring program
(If a combination thereof, check all applicable boxes.)

Under the authority of Chapter 45A, Subchapter G, Code of Criminal Procedure, the Court defers further proceedings without entering an adjudication of guilt until the \_\_\_ day of \_\_\_\_\_, 20\_\_\_.

DEFERRAL PERIOD: \_\_\_\_\_, 20\_\_\_ until \_\_\_\_\_, 20\_\_\_ (not to exceed 180 days).

CONDITIONS OF DEFERRED DISPOSITION

DEFENDANT SHALL:

- checkbox 1. Pay a special expense fee in the amount of \$ \_\_\_\_\_ (not to exceed the amount of the fine that could be imposed). The fee shall be collected by \_\_\_\_\_ (any date before the date on which the period of probation ends).
checkbox 2. Post bond in the amount of \$ \_\_\_\_\_ to secure payment of the fine.
checkbox 3. Pay restitution to \_\_\_\_\_ (victim of the offense) in the amount of \$ \_\_\_\_\_ (not to exceed the fine assessed).
checkbox 4. Submit to professional counseling as follows: \_\_\_\_\_
checkbox 5. Submit to diagnostic testing for alcohol, a controlled substance, or drug as follows: \_\_\_\_\_
checkbox 6. Submit to a psychosocial assessment as follows: \_\_\_\_\_
checkbox 7. Successfully complete an alcohol awareness or substances misuse treatment or education program as follows: \_\_\_\_\_
checkbox 8. Pay the costs of diagnostic testing, psychosocial assessment, or a treatment or education program, as follows: \_\_\_\_\_
checkbox 9. Complete a driving safety course approved under Ch. 1001, Education Code.
checkbox 10. Complete the following course: \_\_\_\_\_
checkbox 11. Perform \_\_\_\_\_ hours community service at: \_\_\_\_\_
checkbox 12. Submit proof of financial responsibility as required by law to the Court at the termination of the deferral period; said proof showing that Defendant kept in force financial responsibility during the entire deferral period.
checkbox 13. Other: \_\_\_\_\_
checkbox 14. Present to the Court satisfactory evidence of complying with each requirement and reasonable condition imposed by the Judge.

Violation of any of the above noted conditions shall constitute a violation of this agreement.

**DEFERRED DISPOSITION ORDER (Ch. 45A, Subchapter G, C.C.P.) (Page 2 of 2)**

If Defendant successfully complies with the conditions of this agreement, then this case shall be **DISMISSED** by the Court and shall **NOT** be reported as a conviction. Failure to comply shall cause this case to result in a **CONVICTION**, payment of the fine of \$ \_\_\_\_\_ owed, and the conviction will be reported as required by law.

A copy of this Order was delivered to the Defendant on this date.

**Received, agreed to, and signed** this the \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

\_\_\_\_\_  
Defendant's Signature

*(municipal court seal)*

\_\_\_\_\_  
Judge, Municipal Court  
City of \_\_\_\_\_  
\_\_\_\_\_  
County, Texas

**Editor's Notes:** (1) This order is inapplicable to defendants younger than age 25 accused of a traffic offense classified as a moving violation. See Deferred Disposition Order: Defendant Under 25 – Moving Violation on the next page; and (2) The amount in Condition #1 is considered a “fine” through December 3, 2025. It is considered a “special expense fee” for orders entered on or after December 4, 2025. See H.B. 16, Second Special Session of the 89th Legislature (2025).



**Violation of any of the above noted conditions shall constitute a violation of this agreement.**

If Defendant successfully complies with the conditions of this agreement, then this case shall be **DISMISSED** by the Court and shall **NOT** be reported as a conviction. Failure to comply shall cause this case to result in a **CONVICTION**, payment of the fine of \$ \_\_\_\_\_ owed, and the conviction will be reported as required by law.

A copy of this Order was delivered to the Defendant on this date.

**Received, agreed to, and signed** this the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Defendant's Signature

*(municipal court seal)*

\_\_\_\_\_  
Judge, Municipal Court  
City of \_\_\_\_\_  
\_\_\_\_\_  
County, Texas

**Editor's Note:** The amount in Condition #1 is considered a "fine" through December 3, 2025. It is considered a "special expense fee" for orders entered on or after December 4, 2025. *See* H.B. 16, Second Special Session of the 89th Legislature (2025).

DEFERRED DISPOSITION: NOTICE TO DEFENDANT TO SHOW CAUSE (Art. 45A.306, C.C.P.)

CAUSE NUMBER: \_\_\_\_\_

STATE OF TEXAS

§

IN THE MUNICIPAL COURT

VS.

§

CITY OF \_\_\_\_\_

\_\_\_\_\_

§

\_\_\_\_\_ COUNTY, TEXAS

ORDER TO SHOW CAUSE

Name: \_\_\_\_\_ Offense: \_\_\_\_\_

Address: \_\_\_\_\_

**You are hereby ordered** to appear before the \_\_\_\_\_ Municipal Court at \_\_\_\_\_ o'clock \_\_\_\_m., on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, to show cause why you failed to comply with the Court's order in this case by \_\_\_\_\_, 20 \_\_\_\_.

Failure to appear on this date and time will result in a conviction and a judgment of \$\_\_\_\_\_ being entered against you based on the punishment set when you were granted deferred disposition.

*(municipal court seal)*

\_\_\_\_\_  
Judge, Municipal Court

City of \_\_\_\_\_

\_\_\_\_\_ County, Texas

Date: \_\_\_\_\_

DEFERRED DISPOSITION: EXTENSION OF DEFERRAL PERIOD (Art. 45A.307, C.C.P.)

CAUSE NUMBER: \_\_\_\_\_

STATE OF TEXAS

§

IN THE MUNICIPAL COURT

VS.

§

CITY OF \_\_\_\_\_

§

\_\_\_\_\_ COUNTY, TEXAS

ORDER GRANTING EXTENSION OF DEFERRAL PERIOD

The Court finds that \_\_\_\_\_, Defendant, was granted a deferral of final disposition under Chapter 45A, Subchapter G, Code of Criminal Procedure for the offense of \_\_\_\_\_, said deferral period beginning on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ and ending on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

On this, the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, the Defendant appeared before me, the undersigned judge, and showed good cause for (his)(her) failure to present satisfactory evidence of compliance with the orders imposed in the Order Deferring Further Proceedings entered in this cause. Pursuant to Section 45A.307(a), Code of Criminal Procedure, it is hereby **Ordered** that the Defendant be granted an additional period during which the Defendant may present to this Court evidence of the Defendant's compliance with the Order Deferring Further Proceedings. This additional period will expire on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, at which time, if the Defendant has failed to comply with the orders, conviction will be entered against the Defendant.

\_\_\_\_\_  
Judge, Municipal Court Date

(municipal court seal)

City of \_\_\_\_\_

\_\_\_\_\_ County, Texas

**Editor's Note:** Article 45A.307 of the Code of Criminal Procedure does not provide a maximum amount of time for which the judge may grant an extension for a deferred disposition.

JUDGMENT: FINAL DISPOSITION OF DEFERRED DISPOSITION (Ch. 45A, Subchapter G, C.C.P.)

CAUSE NUMBER: \_\_\_\_\_

STATE OF TEXAS

§

IN THE MUNICIPAL COURT

VS.

§

CITY OF \_\_\_\_\_

§

\_\_\_\_\_ COUNTY, TEXAS

JUDGMENT

On this the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, in the above numbered and entitled cause:

- It is **Ordered** that the cause is dismissed, and there be no final conviction, on the grounds that the Defendant presented evidence of successful completion of the terms of the deferred disposition.
- It is **Ordered** that the cash bond to secure payment of the fine posted by Defendant in the amount of \$\_\_\_\_\_ shall be refunded.
- It is **Ordered** that, as the Defendant has failed to comply with the terms of the deferred disposition, final conviction is entered and the Defendant is **Ordered** to pay the fine assessed in the amount of \$\_\_\_\_\_ and all unpaid court costs in the amount of \$\_\_\_\_\_.
  - immediately.
  - by \_\_\_\_\_ [enter later date].
  - at designated intervals (see attached Installment Agreement Order incorporated as part of this judgment).
  - It is **Ordered** that the cash bond posted by the Defendant is forfeited to pay the fine assessed.
  - It is **Ordered** that any fee paid during the deferral period by the Defendant be credited toward the payment of the fine amount hereby imposed.

(municipal court seal)

\_\_\_\_\_  
Judge, Municipal Court

\_\_\_\_\_  
Date

\_\_\_\_\_  
City of

\_\_\_\_\_  
County, Texas

**Editor's Note:** The judge may impose a lesser fine than the fine assessed in the Order granting deferred unless the defendant is under the age of 25 and was charged with a moving violation offense. In that case, the amount of the fine may not be less than the fine assessed when the defendant was granted the deferred disposition. Art. 45A.307(b)-(c), C.C.P.

**You may be able to require that this charge be dismissed by successfully completing a driving safety course or a motorcycle operator training course. You will lose that right if, on or before your appearance date, you do not provide the court with notice of your request to take the course.**

**Article 45A.354(a),  
Code of Criminal Procedure**

REQUEST FOR A DRIVING SAFETY COURSE (Ch. 45A, Subchapter H, C.C.P.)

CAUSE NUMBER: \_\_\_\_\_

STATE OF TEXAS	§	IN THE MUNICIPAL COURT
VS.	§	CITY OF _____
_____	§	_____ COUNTY, TEXAS

**DEFENDANT’S REQUEST FOR A DRIVING SAFETY COURSE**

I hereby enter my appearance on the complaint(s) of the offense(s) of: \_\_\_\_\_ (in person)(by counsel)(by certified mail)(by e-mail)(online). I understand that I have a right to a jury trial. I hereby waive my right to a jury trial, plead (guilty)(no contest), and request under Ch. 45A, Subchapter H, Code of Criminal Procedure, to take a driving safety course.

**I understand that I must present the Court the following with this request:**

1. A valid Texas driver’s license or permit, or proof that I am a member, or the spouse or dependent child of a member, of the United States military forces serving on active duty;
2. Proof of financial responsibility pursuant to Chapter 601, Transportation Code (automobile liability insurance);
3. Payment of court costs for each offense dismissed; and
4. Payment of \$\_\_\_\_\_ in nonrefundable reimbursement fee(s) (*not to exceed \$10 per offense*).

**I understand that I must:**

1. Complete a driving safety course or motorcycle operator training course as applicable within 90 days of this request;
2. Submit by the 90th day from this request a uniform certificate of course completion of a driving safety course or a verification of course completion of a motorcycle operator training course as evidence that I have completed such a course;
3. Submit by the 90th day from this request an affidavit that I was not taking such a course nor had I completed one within the preceding 12 months from the date of my current offense that is not shown on my driving record as maintained by the Texas Department of Public Safety; or if I am on active military duty, or am the spouse or dependent child of a member of the United States military forces serving on active duty, that I have not taken a course in another state in the preceding 12 months nor am taking such a course at the time of this request; and
4. Submit by the 90th day from this request a certified copy of my driving record as maintained by the Texas Department of Public Safety.

**I understand that:**

1. If I comply with the court order granting the taking of a driving safety/motorcycle operator training course and submit all the required evidence as ordered, the Court will dismiss my case(s) and report to the Texas Department of Public Safety the date that I completed my course for inclusion on my driving record;
2. If I fail to submit all the evidence required by the Court, I will be notified of a show cause hearing and be required to appear before the Court to show cause why I did not present the required evidence of course completion;
3. The judge may at the show cause hearing enter a final judgment against me and require me to pay the fine; and
4. The failure to appear at the show cause hearing will result in a final judgment being entered against me, and that I will be required to pay the fine(s) and any additional costs required by law.

I ATTEST THAT I HAVE READ THIS DOCUMENT.

_____	_____	_____	_____
Defendant's Signature	Date	Defendant’s Attorney (if applicable)	Date

**Editor’s Note:** Beginning September 1, 2025, eligible defendants charged with more than one eligible traffic offense arising out of the same criminal transaction are entitled to have all the charges dismissed through a single course. Art. 45A.352(b), C.C.P. There is no definition for “criminal transaction” in Chapter 45A of the Code of Criminal Procedure.

**AFFIDAVIT FOR A DRIVING SAFETY COURSE (Art. 45A.356(a)(3), C.C.P.)**

**CAUSE NUMBER:** \_\_\_\_\_

**STATE OF TEXAS**

§

**IN THE MUNICIPAL COURT**

**VS.**

§

**CITY OF** \_\_\_\_\_

§

\_\_\_\_\_ **COUNTY, TEXAS**

**AFFIDAVIT**

I, \_\_\_\_\_, state under oath that on the date of my request for a driving safety course/motorcycle operator training course in the above numbered cause that I was not taking such a course nor had I completed one within the 12 months preceding the date of my current offense that is not shown on my driving record as maintained by the Texas Department of Public Safety (or as maintained by the state that issued my driver's license - active military duty personnel only).

\_\_\_\_\_  
Defendant's Signature

Sworn and subscribed before me, the undersigned authority on this the \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

*(municipal court seal)*

\_\_\_\_\_  
(Judge)(Court Clerk)(Deputy Court Clerk)  
(Notary Public in and for the State of Texas)

**Editor's Note:** Required to be filed within 90 days of the request for a driving safety course/motorcycle operator training course.

**JUDGMENT: DRIVING SAFETY COURSE GRANTED (Ch. 45A, Subchapter H, C.C.P.)**

**CAUSE NUMBER:** \_\_\_\_\_

**STATE OF TEXAS**

§

**IN THE MUNICIPAL COURT**

**VS.**

§

**CITY OF** \_\_\_\_\_

§

\_\_\_\_\_ **COUNTY, TEXAS**

**INTERIM JUDGMENT**

On this the \_\_\_\_ day of \_\_\_\_\_, 20 \_\_, the Defendant in the above numbered and entitled cause appeared (by attorney) (in person) (by mail), entered a plea of (guilty) (no contest), and waived a jury trial or any trial; and the Court finds the Defendant guilty of the offense(s) of \_\_\_\_\_. The Defendant, having been found guilty, is assessed a fine(s) of \$ \_\_\_\_\_ plus any and all costs required to be paid.

The Defendant elected to take a driving safety course, and the Court finds that the Defendant meets the requirements for taking a driving safety course. The imposition of this judgment is hereby deferred for a period of 90 days and the Defendant is hereby granted the right to take a (driving safety course) (motorcycle operator training course). The Defendant is ordered to pay immediately all court costs and fees required by statute or ordinance in the amount of \$ \_\_\_\_\_.

The Defendant is required to complete the course and present evidence (a uniform certificate of completion of the driving safety course) (a verification of completion of the motorcycle operator training course) to this Court by \_\_\_\_\_, 20 \_\_. Furthermore, when presenting evidence of course completion, the Defendant is ordered to present a certified copy of the Defendant's driving record as maintained by the Texas Department of Public Safety (or if the Defendant is on active military duty or is the spouse or dependent child of a member of the United States military forces on active military duty, an affidavit under Art. 45A.356(a)(4), C.C.P.), showing that the Defendant has not completed an approved driving safety course or motorcycle operator training course, as applicable, within the 12 months preceding the date of the offense, and an affidavit stating that the Defendant was not taking a driving safety course or motorcycle operator training course, as applicable, under Chapter 45A, Subchapter H, Code of Criminal Procedure, on the date of the request to take this course and has not completed such a course that is not shown on the Defendant's driving record within the 12 months preceding the date of the offense.

\_\_\_\_\_  
Judge, Municipal Court

\_\_\_\_\_  
Date

*(municipal court seal)*

City of \_\_\_\_\_

\_\_\_\_\_ County, Texas

**DRIVING SAFETY COURSE: NOTICE TO DEFENDANT TO SHOW CAUSE (Ch. 45A, Subchapter H, C.C.P.)**

**CAUSE NUMBER:** \_\_\_\_\_

**STATE OF TEXAS**

§

**IN THE MUNICIPAL COURT**

**VS.**

§

**CITY OF** \_\_\_\_\_

§

\_\_\_\_\_ **COUNTY, TEXAS**

**ORDER TO SHOW CAUSE**

Name: \_\_\_\_\_ Offense(s): \_\_\_\_\_

Address: \_\_\_\_\_

**You are hereby ordered** to appear before the \_\_\_\_\_ Municipal Court at \_\_\_\_\_ o'clock \_\_\_\_m., on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, to show cause why you failed to comply with the Court's order in this case by \_\_\_\_\_, 20\_\_\_\_.

Failure to appear on this date and time will result in judgment(s) totaling \$ \_\_\_\_\_ being entered against you based on the punishment set when you were granted your request for a driving safety course.

*(municipal court seal)*

\_\_\_\_\_  
Judge, Municipal Court  
City of \_\_\_\_\_  
\_\_\_\_\_ County, Texas  
Date: \_\_\_\_\_

**DRIVING SAFETY COURSE: EXTENSION OF TIME TO PRESENT EVIDENCE OF COMPLETION (Art. 45A.355, C.C.P.)**

**CAUSE NUMBER:** \_\_\_\_\_

**STATE OF TEXAS**

§

**IN THE MUNICIPAL COURT**

**VS.**

§

**CITY OF** \_\_\_\_\_

\_\_\_\_\_

§

\_\_\_\_\_ **COUNTY, TEXAS**

**ORDER GRANTING EXTENSION OF TIME**

The Court finds that \_\_\_\_\_, Defendant, was granted a deferral of imposition of judgment under Chapter 45A, Subchapter H, Code of Criminal Procedure, for the offense(s) of \_\_\_\_\_, to allow to Defendant to complete a driving safety course or motorcycle operator training course. The Defendant was ordered to complete the course and present evidence of successful completion to this Court by the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

On this, the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, the Defendant appeared before me, the undersigned judge, and showed good cause for (his)(her) failure to furnish this evidence to the Court. Pursuant to Article 45A.355, Code of Criminal Procedure, it is hereby **Ordered** that the Defendant be granted an extension of time during which the Defendant may present to this Court a (uniform certificate of course completion as evidence that the Defendant successfully completed the driving safety course) (verification of course completion as evidence that the Defendant successfully completed the motorcycle operator training course). Defendant must present this evidence by the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, at which time, if the Defendant has failed to present such evidence, conviction(s) will be entered against the Defendant.

\_\_\_\_\_  
Judge, Municipal Court

\_\_\_\_\_  
Date

*(municipal court seal)*

City of \_\_\_\_\_

\_\_\_\_\_  
County, Texas

**JUDGMENT: FINAL DISPOSITION OF DRIVING SAFETY COURSE (Ch.45A, Subchapter H, C.C.P.)**

**CAUSE NUMBER:** \_\_\_\_\_

**STATE OF TEXAS**

§

**IN THE MUNICIPAL COURT**

**VS.**

§

**CITY OF** \_\_\_\_\_

\_\_\_\_\_

§

\_\_\_\_\_ **COUNTY, TEXAS**

**FINAL JUDGMENT**

On this the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, on the above numbered and entitled cause:

- The judgment(s) is/are **Ordered** removed and the case(s) dismissed on the grounds that the Defendant presented evidence of successful completion of a (driving safety course) (motorcycle operator training course) and a certified copy of the Defendant's driving record, if applicable, from the Texas Department of Public Safety, and the required affidavit under Article 45A.356(a)(3) or 45A.356(a)(4), Code of Criminal Procedure.
- The Defendant, having not complied with the Court's order set forth above, having been given notice of a show cause hearing, and having failed to show good cause why he/she failed to comply with the Court's order, is **Ordered** to pay the fine(s) assessed totaling \$ \_\_\_\_\_.
  - immediately.
  - by \_\_\_\_\_.
  - at designated intervals (see attached Installment Agreement Order incorporated as part of this judgment).

\_\_\_\_\_  
Judge, Municipal Court

\_\_\_\_\_  
Date

*(municipal court seal)*

City of \_\_\_\_\_

\_\_\_\_\_ County, Texas

TEEN COURT REQUEST/AGREEMENT (Art. 45A.401, C.C.P.)

CAUSE NUMBER: \_\_\_\_\_

STATE OF TEXAS

§

IN THE MUNICIPAL COURT

VS.

§

CITY OF \_\_\_\_\_

§

\_\_\_\_\_ COUNTY, TEXAS

I hereby acknowledge that in order to attend the Teen Court program in lieu of a conviction being entered on my criminal record or driving record, I must satisfy the following conditions:

1. I am under the age of 18 or enrolled full-time in an accredited secondary school in a program leading toward a high school diploma.
2. I have not successfully completed a Teen Court program in the year preceding the date that the alleged offense occurred.
3. I understand that I have \_\_\_\_\_ (a period not to exceed 180 days) calendar days from today's date to complete the program. No extensions can or will be granted.
4. I am responsible for returning to this Court a copy of the **certificate of completion** showing that I have completed the Teen Court program within 90 days from the date of my Teen Court hearing or prior to the end of the deferral period, whichever is earlier.
5. I understand that non-compliance with any portion of this request may result in the Court's issuing a warrant for my arrest and will result in the fine becoming due.
6. I understand that the Teen Court may charge non-refundable reimbursement fees, not to exceed \$20 (\$40 in cities in the Texas-Louisiana border region), for the course in addition to any other costs owed.

\_\_\_\_\_  
Name

\_\_\_\_\_  
Offense

\_\_\_\_\_  
Address

\_\_\_\_\_  
Date of Offense

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

Age

\_\_\_\_\_  
School Attending

\_\_\_\_\_  
Home Telephone

\_\_\_\_\_  
Parent's or Legal Guardian's Work Telephone

\_\_\_\_\_  
Today's Date

\_\_\_\_\_  
Completion Date

Signed this the \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Defendant's Signature

\_\_\_\_\_  
Judge, Municipal Court

\_\_\_\_\_  
Parent's or Legal Guardian's Signature

City of \_\_\_\_\_

\_\_\_\_\_ County, Texas

(municipal court seal)

You are responsible for ensuring that the Court receives your Teen Court certificate of completion. If you have any questions about these requirements, contact the Court at (\_\_\_\_) \_\_\_\_\_.

CAUSE NUMBER: \_\_\_\_\_

STATE OF TEXAS

§

IN THE MUNICIPAL COURT

VS.

§

CITY OF \_\_\_\_\_

§

\_\_\_\_\_ COUNTY, TEXAS

ORDER DEFERRING FURTHER PROCEEDINGS

The Court finds that the Defendant, \_\_\_\_\_, has pled (guilty) (no contest) to the offense of \_\_\_\_\_ and orders that punishment be set at a fine of \$\_\_\_\_\_.

However, the Court orders that the finding of guilty and the imposition of the fine be deferred for (insert a period not to exceed 180 days) \_\_\_\_\_ days, on condition that during the term of the suspension the Defendant will:

- checkbox complete the Teen Court program within 90 days after the date of the Teen Court hearing to determine punishment or by \_\_\_\_\_ (enter the last day of the deferral period), whichever date is earlier;
checkbox contact the Teen Court Coordinator at \_\_\_\_\_ within \_\_\_\_\_ days to make an appointment;
checkbox pay court costs of \$\_\_\_\_\_ (checkbox Check here if court costs are waived);
checkbox return to the Court by \_\_\_\_\_, 20\_\_\_\_, with proof that the Teen Court program was completed;
checkbox pay to the Court a non-refundable reimbursement fee set by the Court at the amount of \$\_\_\_\_\_ (this fee may not exceed \$10; \$20 for cities in the Texas-Louisiana border region) (checkbox Check here if this fee is waived);
checkbox pay to the Court a non-refundable \$10 Teen Court reimbursement fee (\$20 in the Texas-Louisiana border region) (checkbox Check here if this fee is waived).

The Court further Orders that if the Defendant, at the conclusion of 180 days from this date, presents satisfactory evidence that (he)(she) has complied with the conditions herein imposed, the charge will be dismissed and not be part of the Defendant's criminal record or driving record. However, if the charge is a traffic offense, the Court shall report to the Department of Public Safety the date the Defendant successfully completed the Teen Court program for inclusion in the Defendant's driving record.

Signed this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

(municipal court seal)

\_\_\_\_\_  
Judge, Municipal Court

City of \_\_\_\_\_  
\_\_\_\_\_ County, Texas

I have read and understand the terms of this order.

\_\_\_\_\_  
Defendant's Signature

\_\_\_\_\_  
Parent's or Legal Guardian's Signature

\_\_\_\_\_  
Address

\_\_\_\_\_  
Offense Date of Offense

\_\_\_\_\_  
Birthdate:

\_\_\_\_\_  
School Attending:

\_\_\_\_\_  
Today's Date:

\_\_\_\_\_  
Completion Date:

It is hereby ORDERED that, the Defendant having presented satisfactory evidence of successful completion of the teen court program, this cause be DISMISSED.

\_\_\_\_\_  
Judge, Municipal Court

Date: \_\_\_\_\_

CAUSE NUMBER: \_\_\_\_\_

STATE OF TEXAS	§	IN THE MUNICIPAL COURT
VS.	§	CITY OF _____
_____	§	_____ COUNTY, TEXAS

Name of Accompanying Adult: \_\_\_\_\_

Offense Class(es): \_\_\_\_\_ Range of Hours: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

- |  |  |
|--|--|
| <input type="checkbox"/> Fifth Amendment       | <input type="checkbox"/> Jury oath                                 |
| <input type="checkbox"/> Objection to the jury | <input type="checkbox"/> Acceptance of sentence                    |
| <input type="checkbox"/> Admission of guilt    | <input type="checkbox"/> Ability to fulfill conditions of sentence |
| <input type="checkbox"/> Oath                  |  |

The above admonishments, oaths, and procedures were given to the above named Defendant.

\_\_\_\_\_  
Presiding Judge

\_\_\_\_\_  
Date

**JURY INSTRUCTIONS**

You, the jury, are advised to retire to the Jury Room and proceed in determining the recommendation that you will make to the Court regarding the offense(s). You are instructed that your recommendation in deciding the number of community service hours for each offense listed and whether the hours are to be served consecutively or concurrently **must be unanimous**. Answer the questions on the back of this sheet to be certain full consideration is given. Return this to the bailiff when a verdict has been reached and return quietly to the jury seating section.

Recommended hours:            Defense \_\_\_\_\_            Prosecution \_\_\_\_\_

**JURY RECOMMENDATION**

We, the Teen Jury, recommend that the Defendant receive the following constructive sentence:

\_\_\_\_\_  
\_\_\_\_\_

For multiple offenses list the hours for each offense and state whether they are to be served consecutively (added together end to end) or concurrently (worked off at the same time).

This decision is unanimous; all questions on the back of this statement were read and considered in the deliberations.

Required jury terms: \_\_\_\_\_  
\_\_\_\_\_

Signature, Presiding Juror

(Other jurors sign on back of sheet)

**Editor's Note:** This form is an example of Teen Court Jury Instruction. Individual Teen Courts differ and will need to adapt based on individual processes. Additionally, for the Jury Instruction used in an actual trial, see TMCEC *Jury Charge Bank* located at [tmcec.com/resources/jury-charges/](http://tmcec.com/resources/jury-charges/).

**TEEN COURT JURY INSTRUCTIONS (Page 2 of 2)**

*These questions are to appear on the back side of the previous page.*

1. Age of Defendant: \_\_\_\_\_ years (*on citation*).
2. Is it likely that Defendant can get to jury duty and the community service agency independently or that he/she must depend on others for transportation? \_\_\_\_\_  
\_\_\_\_\_.
3. Pertinent facts brought out in the hearing that were considered in reaching the verdict: \_\_\_\_\_  
\_\_\_\_\_.
4. Did the jury believe the witness' testimony?      YES      NO  
If not, why not? \_\_\_\_\_
5. Does the "punishment" fit the violation committed?      YES      NO

In the jurors' judgment, will the number of hours be adequate to make a lasting impression on the Defendant, but not be so many as to be overwhelming and cause him/her to drop out (especially if there are multiple offenses involved)?      YES      NO

Additional comments to the Judge (optional):

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Jurors (signatures):

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TEEN COURT COMMUNITY SERVICE REFERRAL

COMMUNITY SERVICE REFERRAL FORM

To: \_\_\_\_\_ Telephone: \_\_\_\_\_  
Name of Contact

\_\_\_\_\_  
Name of Agency

This is to introduce \_\_\_\_\_, who is to complete \_\_\_\_\_ hours of community service by \_\_\_\_\_, 20\_\_\_\_, with your agency. When this teen has completed the required hours, please return this sheet, signed at the bottom, to him/her, so it may be returned to: (Court or Teen Court Coordinator's address)\_\_\_\_\_.

In the event the community service is not completed by the date shown above, please mail this copy to the Teen Court Coordinator at the above address.

The Emergency Release Form should remain with your agency while the youth is performing his/her community service.

This teenager (and the parent/guardian, if this is a juvenile) has signed this document to acknowledge permission for you to release information regarding this youth to: (name of Court)\_\_\_\_\_.

Thank you for your participation; if you have any questions or problems, please contact:

\_\_\_\_\_  
Appropriate Court Official at \_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
Date

\_\_\_\_\_  
Teen Court Coordinator/Judge

\_\_\_\_\_  
Date

\_\_\_\_\_  
Youth

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/Guardian (only if youth is under 17 years)

To: \_\_\_\_\_ Municipal Court

\_\_\_\_\_  
Name of Youth has completed \_\_\_\_\_ hours of community service with this agency.

\_\_\_\_\_  
Agency Name

\_\_\_\_\_  
Signature of Supervisor

\_\_\_\_\_  
Date

CHEMICALLY DEPENDENT PERSON ORDER (Art. 45A.402, C.C.P.)

CAUSE NUMBER: \_\_\_\_\_

STATE OF TEXAS

§

IN THE MUNICIPAL COURT

VS.

§

CITY OF \_\_\_\_\_

§

\_\_\_\_\_ COUNTY, TEXAS

ORDER DEFERRING FURTHER PROCEEDINGS

- The Defendant pled not guilty to the charge and requested a trial by jury. The jury having been impaneled and sworn, and having heard the evidence, found the Defendant guilty, and the jury assessed a fine of \$ \_\_\_\_\_; or
- The Defendant pled not guilty to the charge and waived a trial by jury. After hearing the evidence, the Court found the Defendant guilty and assessed a fine of \$ \_\_\_\_\_; or
- The Defendant pled guilty/no contest to the charge and waived a trial by jury. The Court found the Defendant guilty and assessed a fine of \$ \_\_\_\_\_.

The Court finds that the offense resulted from or was related to the chemical dependency of the Defendant, and that an application for court-ordered treatment of the Defendant is being made in accordance with Chapter 462 of the Texas Health and Safety Code.

It is Ordered that further disposition is deferred, without entering an adjudication of guilt, for a period of 90 days from the date of this Order, subject to the following terms, and on condition that the Defendant:

File an application for court-ordered treatment in accordance with Chapter 462, Health and Safety Code, at the cost of the Defendant; and appear in this Court on \_\_\_\_\_, 20\_\_\_\_, at \_\_\_\_\_ o'clock \_\_\_\_m. to present satisfactory evidence that the Defendant has been committed for and completed the treatment in accordance with Chapter 462, Health and Safety Code, at which time this Court will dismiss this proceeding or, on failure of the Defendant to comply, will impose the fine assessed and enter a final conviction.

Signed on \_\_\_\_\_, 20\_\_\_\_.

(municipal court seal)

\_\_\_\_\_  
Judge, Municipal Court  
City of \_\_\_\_\_  
\_\_\_\_\_ County, Texas

RECEIPT OF ORDER BY DEFENDANT

I, the Defendant, acknowledge receipt of this Order and understand my obligations. I hereby agree to appear as required by this Order. I further understand that if I fail to appear and attend or complete the treatment as agreed, a warrant ordering my arrest may be issued by the Court.

\_\_\_\_\_  
Defendant's Signature Date

\_\_\_\_\_  
Employment

\_\_\_\_\_  
Address and Telephone

\_\_\_\_\_  
Work Address and Telephone

In case of emergency, notify:

Name: \_\_\_\_\_

Telephone: \_\_\_\_\_

Address: \_\_\_\_\_

It is hereby ORDERED that, the Defendant having presented satisfactory evidence that the Defendant was committed for and completed the court-ordered treatment in accordance with Chapter 462, Health and Safety Code, this cause be DISMISSED and there shall be no final conviction.

\_\_\_\_\_  
Judge, Municipal Court

Date: \_\_\_\_\_