

**BRAZORIA COUNTY JUSTICE OF THE PEACE 3-1
REQUESTING DEFERRED DISPOSITION BY MAIL**

BEFORE you make a request for Deferred Disposition by mail, you must contact the court to obtain information specific to your case. If you have a commercial driver's license (CDL) or had one at the time of the alleged offense, you will NOT be granted deferred disposition for a traffic offense.

STEP ONE

Call the court at 281.331.3524 for the following information prior to making your request by mail:

- Mandatory Costs required to accompany request: \$_____
- Deferral Fine (only required at time of request if you are seeking a one-day deferral, otherwise this amount is due at the end of the deferral period): \$_____
- Verification by Court Staff that your charge qualifies for a deferral under the Standing Orders of this court
- Complete a Plea Form available on Judge Mike Merkel's webpage

STEP TWO

Write or type a statement that includes the following information:

"My name is _____ . My date of birth is _____ and I am _____ years of age. I do not have a Commercial Driver's License nor did I have one at the time of the alleged offense (ticket date). I am requesting deferred disposition for a period of [pick one: one day, two weeks, one month, 90 days]. My current mailing address is (include city, state, zip code): _____ .

My contact phone number is: (_____) _____ - _____ . "

Sign and date your statement.

STEP THREE

Mail the following items to:

**Justice of the Peace 3-1
260 George Street, Suite 100
Alvin, Texas 77511**

- Copy of your Driver's License
- Copy of your Ticket or Citation
- Completed Plea Form (STEP ONE)
- Required Statement (STEP TWO)
- Current Insurance Card (only required if you received a ticket for the charge of No Insurance or Failure to Maintain Financial Responsibility, showing yourself as a driver on the policy)
- Money Order or Bank Cashier's Check (No personal checks or company checks) for the amount the Court Staff provided (STEP ONE)
- Self-addressed stamped envelope (for the return of documents from the court)

If you have any questions about these steps of the process for requesting Deferred Disposition by Mail, please call the court at 281.331.3524.