

**READ COMPLETELY!**



**CITY OF VIDOR MUNICIPAL COURT**

1330 First Street  
Vidor, TX 77662  
Telephone: (409) 769-7452  
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Katrina Smith  
Clerk of the Court

Carla Flanigan  
Deputy Court Clerk

Mike Abbott  
Municipal Judge

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**DEFENSIVE DRIVING PACKET/INSTRUCTIONS**

**Now that you have paid your court cost (state fees) and filing fee and signed your paperwork, you have three things left to do.**

- 1) **Take a defensive driving course.** The defensive driving course you choose must be approved by the State of Texas for citation dismissals. You will pay for the defensive driving course yourself. The class is not included in the state fees you paid to the Court. You can find a list of TEA approved driving safety courses online at <http://www4.esc13.net/drivers/>. Once you complete and pass the course, the company will mail you an official completion certificate. This can take around two (2) weeks, dependent on the company giving the course. *It is your responsibility to make sure the class you take is state approved for citation dismissals.*
- 2) **Purchase a CERTIFIED copy of your driving record from the Texas Department of Public Safety.** You do not have to wait until you have completed the defensive driving course to order your driving record. **Your driving record may be ordered online at [www.texas.gov](http://www.texas.gov).** Make sure you choose the **CERTIFIED TYPE 3A** copy of your driving record approved for defensive driving courses (DDC). When you order your driving record online, you will be able to print the record immediately. You cannot obtain a CERTIFIED copy of your driving record from the local DPS offices.
- 3) **Finally, you must turn in your paperwork.** The signed Court copy of the defensive driving completion certificate and the CERTIFIED copy of your driving record are due on or before the due date on your defensive driving affidavit. It is your responsibility to make sure you have allotted yourself enough time to receive your paperwork and file it with the Court by your due date. Once you turn your defensive driving completion certificate and CERTIFIED copy of your driving record in to the Court on or before the due date on your affidavit, the citation is dismissed and will not reflect on your driving record, and you will not owe the Court any more money. *Failure to file your paperwork timely will result in a conviction on your driving record and you will owe the fine amount to the Court. This amount is shown as the balance due on your receipt.*

If you have any questions, contact the Court office at (409) 769-7452.