

**IN THE UNITED STATES DISTRICT COURT
WESTERN DISTRICT OF TEXAS
EL PASO DIVISION**

CARINA CANAAN and LEVI LANE,	§	
	§	
Plaintiffs,	§	
	§	
v.	§	EP-16-CV-132-DCG
	§	
CITY OF EL PASO,	§	
	§	
Defendant.	§	

FULL AND FINAL SETTLEMENT AGREEMENT AND MUTUAL RELEASE

Parties

This Full and Final Settlement Agreement and Mutual Release (this “Agreement”) is entered into among and between Plaintiffs, CARINA CANAAN and LEVI LANE, and the Defendant, CITY OF EL PASO.

“Plaintiffs” shall mean Plaintiff Carina Canaan, an individual, and Plaintiff Levi Lane, an individual, and all of their respective heirs, successors and assigns.

“Defendant” shall mean Defendant in this lawsuit, THE CITY OF EL PASO, TEXAS (a home-rule municipal corporation, organized and existing under the Constitution and laws of the State of Texas), and all of its assigns, agents, officers, employees, and other representatives. Wherever Defendant is released herein, such release shall apply to Defendant and its officials, agents, representatives, employees, predecessors and successors in interest.

Plaintiffs and Defendant are sometimes hereafter collectively referred to as the “Parties.”

Recitals

WHEREAS, Plaintiffs filed the Original Complaint in this lawsuit against Defendant on May 3, 2016 (the “Lawsuit”).

WHEREAS, Plaintiffs’ complaint alleges that the City of El Paso’s Municipal Court is sentencing defendants “to a modern day debtor’s prison” for failing to pay fines for Class C misdemeanors. Specifically, Plaintiffs allege that the guidelines used by the City of El Paso for establishing payment plan terms for fines and court costs are unconstitutional, and that municipal defendants are being wrongfully jailed for failing to comply with the terms of said payment plans. Plaintiffs claim the City of El Paso is in violation of the Fourteenth Amendment of the U.S. Constitution and the Texas Constitution. Bringing their action per 42 U.S.C. §1983, Plaintiffs seek declaratory and injunctive relief, money damages, as well as attorney’s fees and costs per 42 U.S.C. §1988.

WHEREAS, the City of El Paso denies all liability and asserts that as a matter of law the City of El Paso cannot be liable under §1983 for an alleged policy of wrongfully jailing criminal defendants based upon discretionary decisions made by elected municipal judges, who are public officers acting in their judicial capacity, over whom the City of El Paso has no control or influence; and

WHEREAS the City of El Paso maintains that all acts complained of by Plaintiffs in this lawsuit are constitutional and in accordance with State and Federal law.

WHEREAS, the Parties desire to resolve this dispute at a minimum of cost and disruption.

WHEREAS, the Parties desire to enter into this Agreement in full settlement and discharge of all claims which have been or could have been made, arising out of the incidents, acts and

omissions which were the subject of Plaintiffs' pleadings in the above styled and numbered cause and the claims described in the foregoing recitals,

NOW, THEREFORE, in exchange for the promises and other consideration set forth herein, the Parties agree as follows:

1.0 Release, Indemnification and Hold Harmless

1.1 Plaintiffs, and each of them, agree to dismiss, and shall dismiss with prejudice all claims against Defendant in this Lawsuit. Plaintiffs' obligation to dismiss shall become effective immediately upon execution of this Agreement.

1.2 Plaintiffs, and each of them, for and in consideration of the mutual release and promises contained herein, the sufficiency of which is hereby acknowledged, hereby completely release and forever discharge the Defendant, and its officials, agents, representatives, employees, predecessors and successors in interest from any and all past, present or future claims including but not limited to demands, liability, obligations, actions, causes of action, claims for injunctive relief, declaratory relief, mandamus relief, other equitable relief, damages, bodily injury, property damage and/or lost rentals, rental costs, rights, costs of carry, delayed or lost profits, other financial impacts and costs, interest, losses of services, expenses, punitive damages, attorney's fees, and compensation of any nature whatsoever, whether based on deprivation of property rights, due process or due course of law, claims under the Texas Declaratory Judgment Act, the United States Constitution, Texas State law or the Texas Constitution, Civil Rights Acts, 42 U.S.C. §1983 or §1988, negligence, tort, contract, *respondeat superior*, or other theory of recovery, including claims for contribution and all expenses and liens, whether known or unknown, which Plaintiffs now have, which are on account of, which have been or could have been made, which arise out of or which may in any way grow out of the events and claims described in Cause No. EP-16-CV-DCG, *Canaan and Lane v. City of El Paso*, in the United States District Court for the Western Settlement and Release Agreement 3
Canaan and Lane v. City of El Paso

District of Texas, El Paso Division, or out of the claims described in the foregoing recitals. Provided, however, nothing herein shall be construed as a release relating to events occurring after the effective date of this Agreement or as barring enforcement of this Agreement.

1.3 Defendant, the City of El Paso, Texas, for and in consideration of the mutual release of Defendant and promises contained herein, the sufficiency of which is hereby acknowledged, hereby completely releases and forever discharges Plaintiffs and their agents, representatives, employees, predecessors and successors in interest, and all their respective heirs, successors and assigns, from any and all past, present or future claims including but not limited to demands, liability, obligations, actions, causes of action, claims for injunctive relief, declaratory relief, mandamus relief, other equitable relief, damages, bodily injury, property damage, costs, interest, expenses, punitive damages, attorney's fees, and compensation of any nature whatsoever, whether based on the Texas Declaratory Judgment Act, negligence, tort, contract, *respondeat superior*, or other theory of recovery, including claims for contribution and all expenses and liens, whether known or unknown, which Defendant now has or which it could have had arising out of this cause. Provided, however, nothing herein shall be construed as a release relating to events occurring after the effective date of this Agreement or as barring enforcement of this Agreement.

1.4 The Parties agree this settlement is a compromise of a disputed claim, and the settlement and compensation hereunder is not to be construed as an admission of liability on the part of the Defendant, by whom liability is expressly denied. This Agreement is simply construed as a final resolution by all Parties and nothing more than that.

2.0 Consideration

2.1 In consideration of the release set forth above, the Parties mutually agree to the following promises:

2.2 The consideration herein is intended to cover and does cover any and all legal

claims for attorney's fees and costs, alleged in the Parties pleadings in the Lawsuit arising out of the claims between the Parties herein. Each party to the Lawsuit will be responsible for its, his or her own costs of court, attorney's fees, and litigation expenses.

2.3 The Parties agree that the following specific promises are part of this Agreement:

For three (3) years from the effective date of this Agreement, the City of El Paso, acting by and through its duly authorized officials,

(1) Subject to (2) below, will continue in force and effect the following current administrative practices:

- (A) Notices to defendants of policies and procedures (Exhibit A);
- (B) Forms and procedures associated with payment plans (Exhibit B);
- (C) Notices to defendants relating to court hearings and court schedules (Exhibit C).
- (D) Policies and Procedures related to indigency hearings and the issuance of warrants (Exhibit B).
- (E) Moreover, the Defendant will not create any notice, form procedure or policy that is inconsistent with these notices, forms, policies and procedures.

(2) The notices, forms, policies and procedures specifically referenced in (1) above remain subject to change, correction or amendment if so required by Order of the Presiding Judge of the Municipal Court of the City of El Paso, an Order of a State or Federal Court, or a statute of the State of Texas, as now or hereafter amended. Such change, correction or amendment shall not be considered, and is not, a breach of this Agreement.

3.0 Acknowledgment of Settlement Terms & Conditions

3.1 The Parties in entering into this Agreement, represent that the terms of this Agreement are fully understood and voluntarily accepted by each of the Parties, and each has had the opportunity to consult with legal counsel before executing this document.

3.2 It is further understood and agreed that the terms hereof are contractual and not mere recitals; that the agreements contained herein and the consideration transferred are to compromise disputed claims, avoid litigation, and buy peace; that no releases or other consideration given shall be construed as an admission of liability, all liability being expressly denied; and that this agreement, contains the full and exclusive terms and conditions of the compromise, settlement, indemnity and release of the Parties.

4.0 Delivery of Dismissal and Termination

4.1. The Parties shall cooperate in filing the necessary paperwork to dismiss the Lawsuit.

4.2 Within three (3) business days of the execution of this Agreement, the Parties shall file a Joint Stipulation of Dismissal to dismiss Defendant and the Lawsuit with prejudice against refileing.

4.3 The Parties hereby authorize their counsel to file the necessary documents with the Court and secure an order dismissing with prejudice all of Plaintiffs' claims against the Defendant.

4.4 The Parties also agree that this Agreement is not to be filed with any Court unless to enforce a breach hereof or to enforce the release herein.

5.0 Warranty of Capacity to Execute Agreement

5.1 Plaintiffs, and each of them, warrant and contract that no other person, attorney, law firm or entity has, or has had, any interest in the claims, demands, obligations, or causes of action referred to in this Agreement, except as otherwise set forth herein or that if any such interest exists, it will be fully satisfied by Plaintiffs; that the signers below have the sole right and exclusive authority to execute this Agreement; and that they have not sold, assigned, transferred, conveyed or otherwise disposed of any of the claims, demands, obligations or causes of action referred to in this Agreement.

5.2 The signers below for both Plaintiffs and Defendant warrant and contract that they are each authorized to execute this Agreement on behalf of the Parties for whom they are signing.

5.3 A true and correct copy or facsimile of this document, including signature pages, shall constitute an original for all purposes.

6.0 Governing Law

6.1 This Agreement shall be construed and interpreted in accordance with the laws of

the State of Texas and is performable in El Paso County, Texas.

7.0 Additional Terms

7.1 The Parties agree to cooperate fully and execute any and all supplementary documents and to take all additional action which may be necessary or appropriate to give full force and effect to the basic terms and intent of this Agreement.

7.2 Plaintiffs agree not to file any further legal proceedings against Defendant with regard to any of the claims released herein in any other type of proceeding or venue.

8.0 Effectiveness

8.1 This Agreement shall become effective immediately upon execution by all Parties.

Signatures continued on next page.

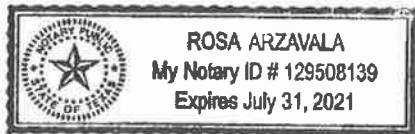
CAUTION: READ CAREFULLY BEFORE SIGNING!

BY: *Carina Canaan*
CARINA CANAAN

STATE OF TEXAS §
 §
COUNTY OF EL PASO §

BEFORE ME, the undersigned notary public in and for the State of Texas, on this day personally appeared **CARINA CANAAN**, known to me to be the person who executed the foregoing instrument and who acknowledged to me that she executed the same for the purposes and considerations therein expressed; that she executed same as her free and voluntary act and deed after having it fully explained to her by her counsel and after having read it fully and realizing the effect thereof to be a Settlement and Release Agreement for any matter or thing dealt within the foregoing instrument; that the same was executed by her without any threat, force, fraud, duress or representation of any kind by any person whomsoever; and that the said, **CARINA CANAAN**, at the time of her execution of said Settlement and Release Agreement was completely sober, sane, and capable of understanding the character of her acts and deeds and was in complete discharge of all her faculties and capable of executing this agreement and of understanding the significance of her acts.

SUBSCRIBED AND SWORN to before me on this the 4th day of MAY, 2018.



R. Arzavala
Notary Public, State of Texas

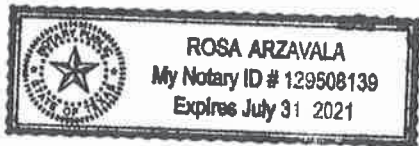
CAUTION: READ CAREFULLY BEFORE SIGNING!

BY: Levi Lane
LEVI LANE

STATE OF TEXAS §
 §
COUNTY OF EL PASO §

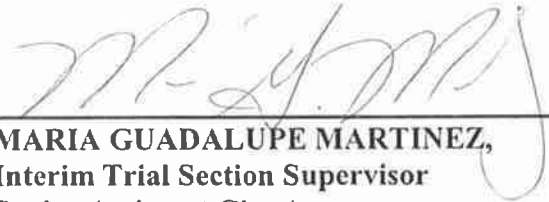
BEFORE ME, the undersigned notary public in and for the State of Texas, on this day personally appeared **LEVI LANE**, known to me to be the person who executed the foregoing instrument and who acknowledged to me that he executed the same for the purposes and considerations therein expressed; that he executed same as his free and voluntary act and deed after having it fully explained to him by his counsel and after having read it fully and realizing the effect thereof to be a Settlement and Release Agreement for any matter or thing dealt with in the foregoing instrument; that the same was executed by him without any threat, force, fraud, duress or representation of any kind by any person whomsoever; and that the said, **LEVI LANE** at the time of his execution of said Settlement and Release Agreement was completely sober, sane, and capable of understanding the character of his acts and deeds and was in complete discharge of all his faculties and capable of executing this agreement and of understanding the significance of his acts.

SUBSCRIBED AND SWORN to before me on this the 30 day of APRIL, 2018.



Rosa Arzavala
Notary Public, State of Texas

SIGNED this 21st day of May, 2018.

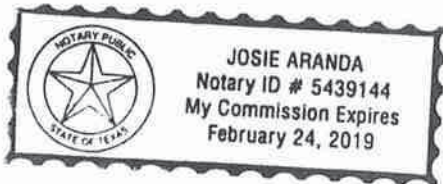
BY: 
MARIA GUADALUPE MARTINEZ,
Interim Trial Section Supervisor
Senior Assistant City Attorney

**AS REPRESENTATIVE OF THE CITY
OF EL PASO, TEXAS**

STATE OF TEXAS §
 §
COUNTY OF EL PASO §

BEFORE ME, the undersigned notary public in and for the State of Texas, on this day personally appeared **MARIA GUADALUPE MARTINEZ, AS AUTHORIZED REPRESENTATIVE FOR THE CITY OF EL PASO, TEXAS**, known to me to be the person who executed the foregoing instrument and who acknowledged to me that she executed the same for the purposes and considerations therein expressed.

SUBSCRIBED AND SWORN to before me on this the 21st day of May, 2018.




Notary Public, State of Texas

APPROVED AS TO FORM:

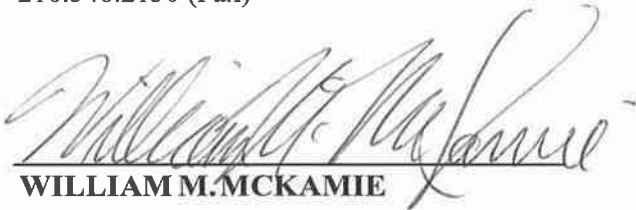


NATALIA M. CORNELIO
Illinois State Bar No. 6289267
Western District, Admitted
TEXAS CIVIL RIGHTS PROJECT
405 N. Main Street
Houston, Texas 77003

ATTORNEYS FOR PLAINTIFFS

APPROVED AS TO FORM:

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210.546.2122
210.546.2130 (Fax)



WILLIAM M. MCKAMIE
STATE BAR No. 13686800
mick@mckamiekrueger.com

ATTORNEYS FOR DEFENDANT

EXHIBIT A

City of El Paso Municipal Court Website Pages (Information to Defendants)

Minimum notices to defendants of policies and procedures as reflected by the current (May 2018) El Paso website pages, including

- DEFENDANTS RIGHTS
- COMMUNITY SERVICE
- COURT PROCESSES FAQ
- FINES AND PAYMENTS

[Home Page \(/\)](#)

Custom Search

[Home \(/www.elpasotexas.gov\)](#) > [Municipal Courts](#)

915-212-0215

MUNICIPAL COURTS

[Browse Department \(/\)](#)

- [Home \(/www.elpasotexas.gov/municipal-courts\)](#)
- [Citation & Warrant Search \(https://public.fce.elpasotexas.gov/fullcourtweb/start.do\)](https://public.fce.elpasotexas.gov/fullcourtweb/start.do)
- [Pay Citation & Warrant Online \(https://www.citepayusa.com/payments/welcome.do?court=elPASOtx\)](https://www.citepayusa.com/payments/welcome.do?court=elPASOtx)
- [Defendants Rights \(/www.elpasotexas.gov/municipal-courts/defendants-rights\)](#)
- [Jury Services \(/www.elpasotexas.gov/municipal-courts/jury-services\)](#)
- [Parking Citations \(/www.elpasotexas.gov/municipal-courts/parking-citations\)](#)
- [Judiciary \(/www.elpasotexas.gov/municipal-courts/judiciary\)](#)
 - [Arraignment \(/www.elpasotexas.gov/municipal-courts/judiciary/arraignment\)](#)
 - [Municipal Judges \(/www.elpasotexas.gov/municipal-courts/judiciary/municipal-judges\)](#)
 - [Judicial Procedures \(/www.elpasotexas.gov/municipal-courts/judiciary/judicial-procedures\)](#)
 - [Juvenile Procedures \(/www.elpasotexas.gov/municipal-courts/judiciary/juvenile-procedures\)](#)
- [Community Service \(/www.elpasotexas.gov/municipal-courts/community-service\)](#)
- [Court Stats \(/www.elpasotexas.gov/municipal-courts/court-stats\)](#)
- [Court Docket List \(https://public.fce.elpasotexas.gov/fullcourtweb/start.do\)](https://public.fce.elpasotexas.gov/fullcourtweb/start.do)
- [Court Processes FAQ \(/www.elpasotexas.gov/municipal-courts/court-processes\)](#)
- [Defensive Driving FAQ \(/www.elpasotexas.gov/municipal-courts/defensive-driving\)](#)
- [Fines and Payments \(/www.elpasotexas.gov/municipal-courts/fines-and-payments\)](#)
- [Forms \(/www.elpasotexas.gov/municipal-courts/forms\)](#)
- [Red Light Enforcement \(/www.elpasotexas.gov/municipal-courts/red-light\)](#)
- [Directory \(/www.elpasotexas.gov/municipal-courts/directory\)](#)



MUNICIPAL COURTS

IN OBSERVANCE OF MEMORIAL DAY OUR OFFICES WILL BE CLOSED ON MONDAY, MAY 28, 2018

EN OBSERVACIÓN DE MEMORIAL DAY NUESTRAS OFICINAS ESTARÁN CERRADAS LUNES, 28 DE MAYO, 2018

The mission of the Municipal Courts Department is to provide impartial and equitable access to justice in a courteous, professional, and efficient manner to the El Paso Community so they can resolve their cases.

915-212-0215

The El Paso Municipal Court is a court of record which handles Class C misdemeanors and civil parking citations issued within the city limits. The El Paso Municipal Court of Appeals hears appeals filed from the El Paso Municipal Courts.

The judges and staff of El Paso Municipal Court recognize that for most people their impression of the justice system is derived from their experience in municipal courts. We hold ourselves responsible, and are held responsible by the citizens of El Paso, for treating the thousands of people who appear before the Court each year with dignity, impartiality, equity, courtesy and efficiency.

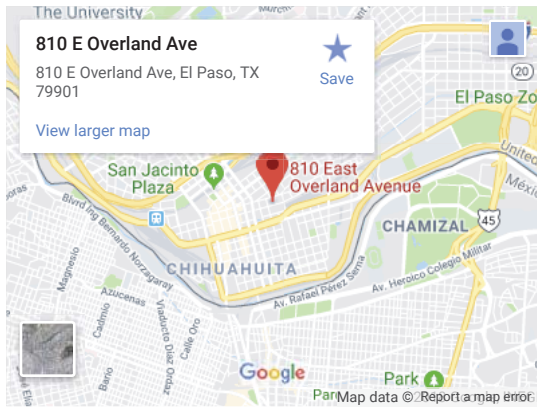
Please contact the court at 915-212-0215 if you would like to request an ADA accommodation.

For general question or concerns email Defendants@elpasotexas.gov (<mailto:Defendants@elpasotexas.gov?subject=Questions/Concerns>).

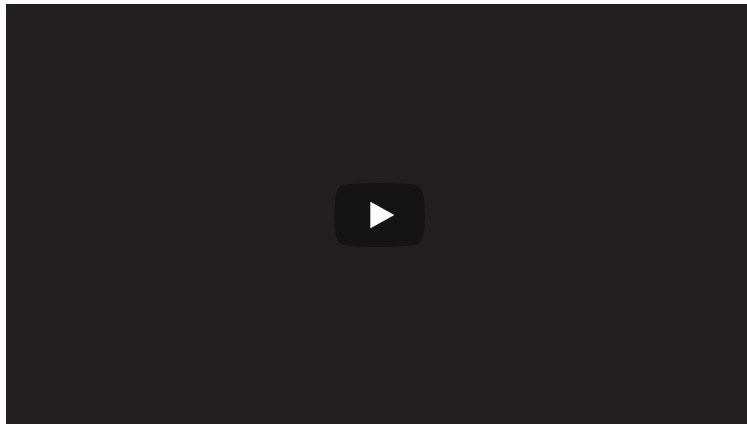
To request a Payment Plan email Paymentplans@elpasotexas.gov (<mailto:Paymentplans@elpasotexas.gov?subject=Payment%20Plan%20Request>).

To request Defensive Driving email Defensivedriving@elpasotexas.gov (<mailto:Defensivedriving@elpasotexas.gov?subject=Defensive%20Driving%20Request>).

Please provide a copy of your Texas drivers license with your request.



El Paso Municipal Court is now accepting payments by phone.
 (Not accepting defensive driving fees nor partial payments on active warrants by phone)



- **Location Information**
- **Important Phone Numbers**

LOCATION INFORMATION



Main Office: 810 E. Overland
 (<https://goo.gl/maps/uqYeU>) *Monday - Friday: 7:00 A.M. - 6:00 P.M.*
915-212-0215
Calls accepted from 8:00 AM - 5:00 PM



Northeast: 9600 Dyer
 (<https://goo.gl/maps/sgEyx>) *Monday - Friday: 7:00 A.M. - 5:30 P.M.*



Pebble Hills: 10780-A Pebble Hills
 (<https://goo.gl/maps/JlopC>) **(Inside Pebble Hills Regional Command Center)**
Monday - Friday: 8:00 A.M. - 5:30 P.M.



West Side: 4801 Osborne
 (<https://goo.gl/maps/j6oHC>) **(Inside Westside Regional Command Center)**
Monday - Friday: 8:00 A.M. - 5:30 P.M.



Mission Valley: 9011 Escobar
 (<https://goo.gl/maps/1SzHR>) **(Inside Mission Valley Regional Command Center)**
Monday - Friday: 8:00 A.M. - 5:30 P.M.

IMPORTANT PHONE NUMBERS

Calls taken 8:00 AM - 5:00 PM Monday - Friday

El Paso Municipal Court Phone Directory

Municipal Court Main Number: 915-212-0215
Main Fax: 915-212-0216

Warrants Fax: 915-212-0219
Court 1: 915-212-0222
Court 2: 915-212-0223
Court 3: 915-212-0224
Court 4: 915-212-0225
Court 5: 915-212-0226
Appeals: 915-212-0227
Jail Cases: 915-212-0228
Sentencing and Compliance Main: 915-212-0229
Sentencing and Compliance Fax: 915-212-0217
City Prosecutors Main: 915-212-0230
City Prosecutors Fax: 915-212-0218
Fine Collection and Disbursement Fax: 915-212-0220
TDY Line: 915-212-0231
Payment Plans/Collections: 915-212-0232



(<https://public.fce.elpasotexas.gov/fullcourtweb/start.do>)



([https://www.citepayusa.com/payments/welcome.do?](https://www.citepayusa.com/payments/welcome.do?court=ELPASOtx)

[court=ELPASOtx](#))



(<http://www.elpasotexas.gov/municipal-courts/court-processes>)

MUNICIPAL COURTS

- JUDICIARY (<http://www.elpasotexas.gov/municipal-courts/judiciary>)
- Arraignment (<http://www.elpasotexas.gov/municipal-courts/judiciary/arraignment>)
- Municipal Court of Appeals (<http://www.elpasotexas.gov/municipal-clerk/court-of-appeals>)
- Municipal Judges (<http://www.elpasotexas.gov/municipal-courts/judiciary/municipal-judges>)
- Judicial Procedures (<http://www.elpasotexas.gov/municipal-courts/judiciary/judicial-procedures>)
- Juvenile Procedures (<http://www.elpasotexas.gov/municipal-courts/judiciary/juvenile-procedures>)
- Customer Survey (<http://www.elpasotexas.gov/municipal-courts/customer-survey>)

HELPFUL LINKS

- TOOLS FOR SELF REPRESENTED LITIGANTS (<http://www.txcourts.gov/programs-services/self-help/self-represented-litigants/>)
- El Paso Police Department (<http://www.elpasotexas.gov/police-department>)
- El Paso County Case Records Search (<http://casesearch.epcounty.com/PublicAccess/default.aspx>)
- El Paso County Judge Directory (<http://www.epcounty.com/councilofjudges/courtdirectory.htm>)
- Judicial/Courts Directory (<http://www.txcourts.gov/judicial-directory.aspx>)
- Office of Court Administration (<http://www.txcourts.gov/oca.aspx>)
- Texas Statutes (<http://www.statutes.legis.state.tx.us/>)
- TX Department of Public Safety (<https://www.dps.texas.gov/>)
- TX DPS Surcharges ([https://www.txsurchargeonline.com/\(S\(xinx4ppuntkcz5phadmfl4f\)\)/default.aspx](https://www.txsurchargeonline.com/(S(xinx4ppuntkcz5phadmfl4f))/default.aspx))
- TxDOT (<http://www.txdot.gov/>)
- Red Light Tickets (<https://www.photonotice.com/>)



(<http://WWW.ELPASOTEXAS.GOV/MUNICIPAL-COURTS/TRANSLATE>)

- [Departments](http://www.elpasotexas.gov/departments) (<http://www.elpasotexas.gov/departments>)
- [Residents](http://www.elpasotexas.gov/residents) (<http://www.elpasotexas.gov/residents>)
- [Business](http://www.elpasotexas.gov/economic-development) (<http://www.elpasotexas.gov/economic-development>)
- [Visitors](http://www.elpasotexas.gov/visitors) (<http://www.elpasotexas.gov/visitors>)
- [Meetings](http://www.elpasotexas.gov/meetings) (<http://www.elpasotexas.gov/meetings>)
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- [Webmail](https://owa.elpasotexas.gov/) (<https://owa.elpasotexas.gov/>)

- [\\$name \(http://www.facebook.com/elpasotexasgov\)](http://www.facebook.com/elpasotexasgov)
- [\\$name \(http://twitter.com/#!/ElPasoTXGov\)](http://twitter.com/#!/ElPasoTXGov)
- [\\$name \(https://www.youtube.com/cityofelpasotx\)](https://www.youtube.com/cityofelpasotx)
- [Instagram \(https://www.instagram.com/iam_elpaso/\)](https://www.instagram.com/iam_elpaso/)

EL PASO CITY HALL

300 N. Campbell

El Paso, Texas 79901

(915) 212-0000 or 3-1-1

Directions to City Hall

[\(https://www.google.com/maps/place/300+N+Campbell+St,+El+Paso,+TX+79901/@31.762095,-106.484746,17z/data=!3m1!4b1!4m2!3m1!1s0x8](https://www.google.com/maps/place/300+N+Campbell+St,+El+Paso,+TX+79901/@31.762095,-106.484746,17z/data=!3m1!4b1!4m2!3m1!1s0x8)

OPERATIONAL HOURS

Mon-Fri | 8:00 a.m. to 5:00 p.m.

[Home Page \(/\)](#)

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915-212-0215

MUNICIPAL COURTS

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- [Pay Citation & Warrant Online \(https://www.citepayusa.com/payments/welcome.do?court=elPASOtx\)](https://www.citepayusa.com/payments/welcome.do?court=elPASOtx)
- [Defendants Rights \(/www.elpasotexas.gov/municipal-courts/defendants-rights\)](#)
- [Jury Services \(/www.elpasotexas.gov/municipal-courts/jury-services\)](#)
- [Parking Citations \(/www.elpasotexas.gov/municipal-courts/parking-citations\)](#)
- [Judiciary \(/www.elpasotexas.gov/municipal-courts/judiciary\)](#)
 - [Arraignment \(/www.elpasotexas.gov/municipal-courts/judiciary/arraignment\)](#)
 - [Municipal Judges \(/www.elpasotexas.gov/municipal-courts/judiciary/municipal-judges\)](#)
 - [Judicial Procedures \(/www.elpasotexas.gov/municipal-courts/judiciary/judicial-procedures\)](#)
 - [Juvenile Procedures \(/www.elpasotexas.gov/municipal-courts/judiciary/juvenile-procedures\)](#)
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- [Court Docket List \(https://public.fce.elpasotexas.gov/fullcourtweb/start.do\)](https://public.fce.elpasotexas.gov/fullcourtweb/start.do)
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DEFENDANTS RIGHTS

Rights of Defendants

If you received a citation from the El Paso Police Department you are entitled to certain rights.

- You have the right to see the complaint or citation that has been filed with the court.
- You have the right to a trial by jury, but you may waive the right to a trial by jury and be tried by the court.
- You have the right to represent yourself or be represented by an attorney.
- You have the right to remain silent however you may waive this right and discuss your case with a city prosecutor in an effort to dispose of your case without a trial.

General Information

This information provides basic information relative to law governing procedures concerning traffic cases.

The El Paso Municipal Court clerks are not allowed to give legal advice. You are urged to review the applicable laws and to consult an attorney of your choice for further information or answers to specific legal questions.

You have the right to a trial by a jury and to be represented by an attorney of your choice, or to represent yourself.

Traffic offenses, generally, are punishable by a fine of not more than \$200.00 and all costs of court.

Disclaimer: The law is constantly changing and there may be times when the information on this web site will not be current. This information is provided for general informational purposes only and is not intended as legal advice. This information is not a comprehensive treatment of the subject and is not a substitute for advice from an attorney.



(<https://public.fce.elpasotexas.gov/fullcourtweb/start.do>)



(<https://www.citepayusa.com/payments/welcome.do?>)

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HELPFUL LINKS

TOOLS FOR SELF REPRESENTED LITIGANTS (<http://www.txcourts.gov/programs-services/self-help/self-represented-litigants/>)

- [El Paso Police Department](http://www.elpasotexas.gov/police-department) (<http://www.elpasotexas.gov/police-department>)
- [El Paso County Case Records Search](http://casesearch.epcounty.com/PublicAccess/default.aspx) (<http://casesearch.epcounty.com/PublicAccess/default.aspx>)
- [El Paso County Judge Directory](http://www.epcounty.com/councilofjudges/courtdirectory.htm) (<http://www.epcounty.com/councilofjudges/courtdirectory.htm>)
- [Judicial/Courts Directory](http://www.txcourts.gov/judicial-directory.aspx) (<http://www.txcourts.gov/judicial-directory.aspx>)
- [Office of Court Administration](http://www.txcourts.gov/oca.aspx) (<http://www.txcourts.gov/oca.aspx>)
- [Texas Statutes](http://www.statutes.legis.state.tx.us/) (<http://www.statutes.legis.state.tx.us/>)
- [TX Department of Public Safety](https://www.dps.texas.gov/) (<https://www.dps.texas.gov/>)
- [TX DPS Surcharges](https://www.txsurchargeonline.com/(S(xinx4ppuntkciz5phadmfl4f))/default.aspx) ([https://www.txsurchargeonline.com/\(S\(xinx4ppuntkciz5phadmfl4f\)\)/default.aspx](https://www.txsurchargeonline.com/(S(xinx4ppuntkciz5phadmfl4f))/default.aspx))
- [TxDOT](http://www.txdot.gov/) (<http://www.txdot.gov/>)
- [Red Light Tickets](https://www.photonotice.com/) (<https://www.photonotice.com/>)



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COMMUNITY SERVICE

MISSION

The mission of the El Paso Municipal Court Community Service Program is to provide meaningful community service projects as alternative sentencing for Class C misdemeanor convictions, to serve as a deterrent to recidivism and to promote responsible civic behavior from participants in the program.

OUR GOALS

1. Refer Class C offenders to assignments at host agencies where their labor hours will benefit the community and help the offenders reconnect with the community.
2. Recruit and maintain a wide variety of governmental and non-profit host agencies geographically distributed across the city.
3. Assign offenders to host agencies close to their home or work so as to encourage successful completion of assignments.
4. Ensure community service work sites are safe for offenders and conducive for performing community service.
5. Provide comprehensive educational classes, workshops and life skills classes; including alcohol, tobacco awareness and drug prevention classes.
6. Ensure compliance with judicial orders for community service by monitoring cases.
7. Treat all offenders fairly and with dignity.

COMMUNITY SERVICE PROCEDURES

- Client must contact the community service office in order for the procedures of the program to be explained and to receive a referral to the agency where they will perform community service and a timesheet where clients will record community service hours served.
- At the time of conviction and sentencing, the client requests community service from the El Paso Municipal Court Judge.
- If the judge approves the community service assignment, the client obtains the order from the judge. Please note: Adult community service is contingent upon being found indigent by the judge.
- Client calls the community service office (915) 212-0229 to speak to the sentencing coordinator or a representative.

- The sentencing coordinator or representative will refer clients to a work site supervisor who will set up a work schedule, discuss hours of operation, reporting location and dress code requirements.
- Students may not work after 7:00 pm during the week (Mon-Fri).
- Clients will report to assigned work site supervisor. Supervisor will verify client identification and community service referral form.
- Clients may work either full days or a minimum of four-hour shifts, depending on the availability of the client and/or requirements of the work site.
- Clients will report at the end of the day or shift to the Supervisor to verify and sign timesheet.
- Clients must submit their timesheet to the community service office on or before the due date.

EL PASO MUNICIPAL COURT COMMUNITY SERVICE DRESS CODE

The Community Service program enforces a strict dress code designed for the safety of the clients. Those who do not comply will be sent home when they report for service.

- The client must wear appropriate clothing and be well groomed when reporting to the work site.
- Comfortable shoes are required and must cover the entire foot. The following are not allowed: high heels, slippers, sandals or shoes of any kind without backs.
- Tank tops, muscle shirts, shirts with obscene or derogatory pictures or phrases are NOT allowed. Shirts/blouses must cover torso entirely. No exposed midriffs allowed.
- Shorts, cut-offs, sweat pants, low-cut jeans, halter-tops, crop tops, skirts or dresses are NOT allowed. Jean-type or khaki pants worn with a belt are preferred.
- No gang related items or gang colors allowed.
- Hats are recommended for protection from the sun. Caps are to be worn properly and may not have obscene or derogatory pictures or phrases.
- Sunglasses and sunscreen are recommended strongly.

ABOUT THE MUNICIPAL COURT COMMUNITY SERVICE PROGRAM

The City of El Paso, other governmental agencies and non-profit community agencies participate in the Municipal Court Community Service Program to provide meaningful work to individuals who have been assigned community service hours by a municipal court judge. In turn, the hours served provide a labor source to these agencies which benefits the community.

In addition, El Paso Municipal Court Judges and staff, MADD (Mothers Against Drunk Driving), and U.S. Customs and Border Patrol, provide presentations to juveniles on issues such as: "Underage Drinking", "Traffic Safety, Theft and Drug Trafficking. Presentations are held every two months. The Municipal Court also participates in Teen Court which provides education about the juvenile justice system, including community service and life skills classes.



(<https://public.fce.elpasotexas.gov/fullcourtweb/start.do>)



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El Paso County Case Records Search (<http://casesearch.epcounty.com/PublicAccess/default.aspx>)

El Paso County Judge Directory (<http://www.epcounty.com/councilofjudges/courtdirectory.htm>)

Judicial/Courts Directory (<http://www.txcourts.gov/judicial-directory.aspx>)

Office of Court Administration (<http://www.txcourts.gov/oca.aspx>)

Texas Statutes (<http://www.statutes.legis.state.tx.us/>)

TX Department of Public Safety (<https://www.dps.texas.gov/>)

TX DPS Surcharges ([https://www.txsurchargeonline.com/\(S\(xinx4ppuntkciz5phadmfl4f\)\)/default.aspx](https://www.txsurchargeonline.com/(S(xinx4ppuntkciz5phadmfl4f))/default.aspx))

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COURT PROCESSES FAQ

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QUESTIONS ABOUT ARRAIGNMENT

- [What is an arraignment hearing?](#)

The arraignment is your first appearance before a judge. It is the Court date the officer assigned to you when your ticket was issued. The date is at the top of your ticket, above your signature, where you promised to appear on that date and time.

- [What happens at the arraignment hearing?](#)

The arraignment hearing is for the judge to explain the charges against you, to explain your rights and options to you and to take your plea on the charges for which you were cited by the officer.

Typical sequence of events at arraignment:

1. You will appear at 9600 Dyer, pass through security and into the courtroom.
2. You will remove your hat and sunglasses.
3. You will turn off your cell phone.

4. You will sign in with the bailiff.
5. The judge will call you forward to the judge's bench by name.
6. The City Prosecutor and the Court Interpreter will also be at the judge's bench.
7. If you need the Spanish interpreter, please greet the interpreter and ask for assistance.
8. The judge will advise you of the charge(s) against you.
9. The judge will explain your rights and options.
10. The judge will ask you how you would like to plea on the violations: Not Guilty, Guilty or No Contest.
11. You may ask the judge if you qualify for a driver's safety course for the dismissal of your ticket.
12. You may show the city prosecutor and the judge proof of compliance for citations such as Failure to Maintain Financial Responsibility, Registration/Inspection Sticker, Driver's License and equipment violations such as a broken headlight or turn signal. The prosecutor will review your documents and make a motion to the judge. The judge will rule on whether or not to accept your proof of compliance.
13. You may plea guilty, no contest, or ask for community service in lieu of your fine. If you plead no contest or requested community service, you will be set for court at a later date downtown at 810 East Overland.
14. If you are unable to attend your arraignment hearing, you must fill out and turn in a Waiver of Arraignment and Other Rights form (http://media/files/coep/municipal_clerk/muni_court_forms/waiver_of_arraignment_and_other_rights.ashx?la=en) to any court location before the scheduled Arraignment Court date.

- Will the arraignment judge listen to my testimony about why I am not guilty of the charge?

No. Unless you are providing proof of compliance for the charges listed above, the arraignment judge will not listen to your testimony about why you are not guilty. That occurs at the trial, not at the arraignment.

If you want to present testimony to support your innocence of the charge, the arraignment judge will record your Not Guilty plea and your request for a trial will be entered into the record.

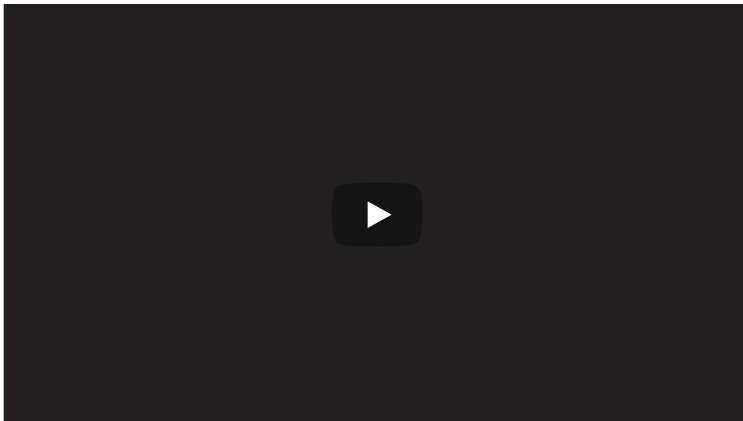
Later, when the trial is heard at the downtown court, the issuing officer will present his or her testimony against you to the trial judge or jury and you will present your testimony as to your innocence to the trial judge or jury.

- The arraignment judge did not listen to my testimony. Why? That seems rude.

The issuing officer is not present at your arraignment hearing to present the case against you. Testimony is received by the trial judge or the jury, not by the arraignment judge. The arraignment judge is there to advise you of the charges against you, advise you of your rights, and to take your plea. You will have the opportunity to question the officer and to testify on your behalf at the trial.

- What is video arraignment?- Step by step video

VIDEO ARRAIGNMENT HOURS: 8:00 AM - 10:45 AM & 1:00 PM - 2:45 PM (Monday - Friday)



Video arraignment is a way to appear for your arraignment by video conference. It allows citizens to attend their scheduled arraignment hearing at one of the Court's neighborhood substations, listed below. These locations may be closer to your home or your work. Video arraignment is a "green friendly" alternative to in person arraignment since you may not need to drive as far to appear before the judge. It is quick and easy once you arrive at the substation.

Substation Arraignment Hours: 8:00 am - 10:45 am & 1:00 pm - 2:45 pm

10780 Pebble Hills - Pebble Hills Command Offices

9011 Escobar - Mission Valley Command Offices

4801 Osborne - Westside Command Offices

- How can I use video arraignment?

1. On the date of your arraignment, please check in with a cashier at any of the three Court Bond Office locations between 8:00 AM - 10:45 AM and 1:00 PM - 2:45 PM, Monday - Friday

2. The Court staff member will activate the system.1. The Court staff member will activate the system.

The judge will hear a ring, alerting that you are waiting.

You will see the judge on screen and the judge will see you.

You will be able to listen to the judge and speak to the judge.

The judge will address you.

You will be able to present proof of compliance to the city prosecutor and the judge on the projector next to the computer screen.

Examples of proof of compliance are your driver's license, inspection/registration proof, proof of failure to maintain financial responsibility, proof of repair of broken headlight, turn signal, etc. Please make sure to bring this proof of compliance with you to your video arraignment.

3. Once the judge has finalized your hearing, see the cashier. The cashier will give you the documents resulting from your hearing.

- [May I reschedule my arraignment hearing?](#)

No, arraignments may not be rescheduled. However, you do have options.

1. You may waive the arraignment and request a regular trial date before your arraignment date. You must fill out a [Waiver of Arraignment and Other Rights \(/~/media/files/coep/municipal clerk/muni court - forms/waiver of arraignment and other rights.ashx?la=en\)](#) and submit it to any Bond Office.
2. You may pay the citation in full and request a trial date. If the judge finds you not guilty at trial or the case is dismissed, a refund will be issued to you for the amount the judge authorizes.
3. You may hire an attorney

- [I missed my arraignment hearing. Now what?](#)

If you miss your arraignment, a Pre-Warrant hearing will automatically be set.

- This hearing is to give you one last chance to speak with the judge before a warrant is issued for your arrest.
- The Pre-Warrant hearing notice will be sent to your house stating the date and time of your next court date. Court will be held at 810 E. Overland, El Paso TX, 79901.

You may waive your Pre-Warrant hearing and request a regular trial date. You must fill out a [Waiver of Arraignment and Other Rights \(/~/media/files/coep/municipal clerk/muni court - forms/waiver of arraignment and other rights.ashx?la=en\)](#) form and submit it to any bond office before your Pre-Warrant hearing date.

- [I missed my Pre-Warrant Hearing, now what?](#)

When you received the citation, you promised to appear at your arraignment hearing. If you fail to appear as promised, a Pre-Warrant Hearing will be scheduled for you before a warrant is issued for your arrest. If you fail to appear to your Pre-Warrant hearing, the judge may issue a warrant. If a warrant is issued, you can be arrested by the El Paso Police Department or other law enforcement agencies.

If you missed your Pre-Warrant Hearing and a warrant has been issued please visit 810 E. Overland for your options.

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QUESTIONS ABOUT TRIAL HEARINGS

- [How will I receive notice of my trial date?](#)

You will receive notice by mail at the address you gave to the issuing officer when he issued you the ticket. Typically you will receive the notice 11 to 30 days before the trial date.

- [What happens at a trial in Municipal Court?](#)

1. You arrive at Municipal Court and pass security. You may not bring any firearms of any kind into the courthouse. You may not bring knives or other weapons.
2. You go into the courtroom and check in with the bailiff.
3. You turn off your cell phone. Cell phones may not ring in the courtroom. If your cell phone rings, you may be fined by the judge.
4. The bailiff checks off your name, showing you are present.
5. The Judge arrives. Everyone removes hats and sunglasses. Everyone rises.
6. The judge allows everyone to sit down.
7. The judge may make an announcement explaining how proceedings are handled in his or her Court.
8. The judge may make an announcement explaining legal rights and options to all present, or the judge may do this individually to each defendant when each case is called.
9. The Judge or the Court Deputy calls each case by the defendant's last name.
10. The defendant comes forward to the Judge's bench, when called. If you have an attorney, your attorney comes with you.
11. It may be crowded at the Judge's bench. The City Prosecutor, the issuing officer, the bailiff, you, and your attorney will be there, if you have an attorney. Also, witnesses may be there who are appearing for the prosecution or for you, the defense.
12. The Judge explains the charge(s) and your rights, if not already explained.
13. The Judge may present an option for you to take a driver's safety course, if you are qualified to do so, for the dismissal of the case.
14. The City Prosecutor and the issuing officer, , supported by any witnesses, present the case against you.
15. You may question the issuing officer and any other witnesses.
16. You present your case, your testimony supporting your "side of the story." You present any physical evidence you have. You present any supporting witnesses.
17. The judge weighs the evidence presented by both sides.
18. The City Prosecutor also may present a motion to dismiss the case to the judge after listening to your evidence.
19. The judge issues a ruling as to guilty, not guilty.
20. If you are found guilty, the judge assesses the fine or the community service hours to be served.
21. You move to the right of the Judge's bench to speak with the Court Deputy.
22. The Court Deputy gives you the case documents showing the judge's ruling.
23. If you are found not guilty, you celebrate at home.
24. If you are found guilty, the Court Deputy will give you a case slip to take to the cashier to pay your fine or to set up a payment plan.
25. A Court clerk is stationed in the lobby to assist you if you have questions.

- [I missed my trial hearing. What are my options?](#)

If you missed your hearing, the judge may have issued an arrest warrant for you. You can be arrested by an El Paso Police Department Officer or other law enforcement officer.

Please visit 810 E Overland to see what your options are.

- [Why do I have to pay court costs/state fees if I did not have a trial, but only paid the citation or requested defensive driving?](#)

Court costs are fees that apply to all convictions, whether or not a trial is held. The court is required to collect them. Below is a link to a list of the Court Costs and where the funds go.

- [Court Costs on or after September 1, 2015 \(/~/media/files/coep/municipal clerk/muni court files/2015 court costs.ashx?la=en\)](#)

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QUESTIONS REGARDING A DRIVER'S SAFETY COURSE FOR THE DISMISSAL OF A CITATION

- [Why would I consider taking a driver's safety course?](#)

Some people decide to take a driver's safety course for the dismissal of a citation because:

1. Upon successful completion of all requirements, the case is dismissed.

2. State law does not allow insurance companies to use the ticket against drivers in assessing insurance rates.

3. Attentive participation instructs drivers on safe driving practices that can save life, limb and property.

- **Who is eligible to take a driver's safety course, by right?**

You are eligible to take a driver's safety course if:

1. You have a valid Texas Driver's License, are active military, or military family with a valid driver's license
2. You have not taken a driver's safety course for the dismissal of a citation in the last 12 months.
3. You were not traveling more than 25 miles over the speed limit.
4. You do not have a Commercial Driver's License.
5. You plead guilty or no contest to the violation.

- **How can I, an adult, request a driving safety course, by right?**

1. You will have to secure approval from the court on or before your arraignment date or Pre-Warrant hearing ***before*** you take the course.
2. If you are an adult, you may secure approval by:
 - Requesting the driving safety course in person at any bond office location
 - Mailing your request to 810 E Overland, El Paso TX, 79901
 - Filling out a [plea declaration form \(/~/media/files/coep/municipal_clerk/deferment_form_october_2005.ashx?la=en\)](#) and sending it by email to Defensivedriving@elpasotexas.gov (<mailto:Defensivedriving@elpasotexas.gov?subject=Defensive%20Driving%20Request>)
 - Filling out a [plea declaration form \(/~/media/files/coep/municipal_clerk/deferment_form_october_2005.ashx?la=en\)](#) and faxing it to (915) 212-0216
 - Or in person at the scheduled arraignment hearing
3. You are required to pay to the Court the required court costs and administrative fee imposed for the driver's safety course.
4. You must request the certified driver record, form 3A from [The Texas Department of Public Safety](#) (https://txapps.texas.gov/tolapp/txldrctr/TXDPSLicenseeManager?utm_source=texasgov&utm_medium=records_LDR&utm_campaign=driver_2015). The payment is made to the DPS and the driver record is submitted to the Court.
5. You must pay and attend a (TDLR) Texas Department of Licensing and Regulation certified defensive driving class of your choice. Certificate will be mailed 2-3 weeks after completion. The Court may not recommend any TDLR certified classes.
6. You must submit the TDLR Certificate of Completion, 3A certified driver record from the Texas Department of Public Safety, and proof of insurance to any Bond Office Location on or before the end of your 90 day deferral.

You will receive a Certificate of Receipt from the court clerk acknowledging all paperwork was received the day you submit your paperwork.

- **How can I, as a juvenile, request a drivers safety course?**

If you are a juvenile, you must appear at your arraignment, with your parent(s) or legal guardian, before the judge. State law requires this. The intent is to make sure the juvenile and the parent or legal guardian understand the charge against the juvenile and the options available.

- **May I take a Driver's Safety Course if I do not have a Texas license, but I do have an out of state driver's license?**

If you have an out of state driver's license, you may request a driver's safety course from the judge at your arraignment hearing or from the judge at your trial hearing. If you live out of town, you may submit a motion to the judge. The judge will decide whether or not to grant your request.

- **What if I miss my 90 day deadline to turn in my proof of Defensive Driving completion?**

1. If you miss your due date, you will be scheduled, automatically, for a Show Cause Hearing before the judge. This is a requirement of State law.
2. You do not need to do anything. The Court will automatically schedule the Show Cause Hearing.
3. However, if your address has changed, please contact the Court by fax at 915-212-0216, by email at Defendants@elpasotexas.gov (<mailto:Defendants@elpasotexas.gov>), or in person at any of our Bond Offices and supply the new address.
4. You will be notified by mail of your Show Cause Hearing date and time.

- **What happens at a Show Cause Hearing for Driver's Safety Cases?**

1. At the Show Cause Hearing you will explain to the judge why you missed the due date.
2. The judge will decide whether or not to grant you more time to complete the course, or if the judge will enter the guilty finding against you and assess a fine.
3. If you do not appear at your show cause hearing, the judge may enter a guilty finding against you, assess a fine, and a Pre-Capias Warrant hearing will be sent to you by mail. If you do not attend the Pre-Capias Hearing, a capias warrant will be issued and you may be arrested.

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QUESTIONS REGARDING THE TEXAS DEPARTMENT OF PUBLIC SAFETY POINT SYSTEM

- **I received a letter from the Texas Department of Public Safety about points against my driving record and fines. Please explain.**
Courts in Texas relay conviction findings to the Texas Department of Public Safety (DPS). DPS assesses points and imposes State fees according to their prescribed formula. Visit the [Texas Department of Public Safety website](#) (<http://www.txdps.state.tx.us/DriverLicense/drp.htm>) for more information on the points and fee formula.

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QUESTIONS ABOUT PAYMENT PLANS

- **I want to pay my ticket, but I do not have all the money. How can I request a payment plan?**

The El Paso Municipal Court Judges allow a liberal payment plan policy for defendants who respond on time for their citations. Anyone may request a 180 day payment plan, as long as you request one prior to your arraignment date or your trial date.

A 180-day payment plan may be requested by filling out a Payment Plan application and returning it in person, by email at Paymentplans@elpasotexas.gov ([mailto:Paymentplans@elpasotexas.gov?subject=Payment Plan Request](mailto:Paymentplans@elpasotexas.gov?subject=Payment%20Plan%20Request)), or by mail to 810 E. Overland, El Paso, TX 79901. You may request an indigency hearing before the judge to explain your financial situation if you are unable to adhere to the payment plan requirements.

Los jueces de la corte municipal de El Paso permiten una política de plan de pago para los acusados que responden a tiempo para sus citaciones. Cualquiera puede solicitar un plan de pago de 180 días, siempre y cuando se solicite antes de la fecha de presentación de cargos o la fecha de prueba.

Se puede solicitar un plan de pago de 180 días llenando una solicitud del Plan de pago y devolviéndola en persona, por correo electrónico a Paymentplans@elpasotexas.gov ([mailto:Paymentplans@elpasotexas.gov?subject=Payment Plan Request](mailto:Paymentplans@elpasotexas.gov?subject=Payment%20Plan%20Request)), o por correo a 810 E. Overland, El Paso, TX 79901. Puede solicitar una audiencia de indigencia ante el juez para explicar su situación financiera si no puede cumplir con los requisitos del plan de pago.

Si está solicitando un plan de pago o una audiencia de indigencia, pero actualmente tiene una orden de detención activa, debe ir en persona al 810 E. Overland, El Paso Texas, 79901.

- I have a payment plan, but I cannot pay off my ticket in 180 days. What should I do?

If you are unable to pay, you may contact us at 915-212-0232 during the hours of 8:00 a.m.- 5:00 p.m. (MST) Monday - Friday to set up a hearing with a Judge. Your options include community service, in lieu of the fine on your case.

To request a hearing, submit a written request to the Court or appear at the downtown Court, 810 East Overland.

If you do not pay off your fine in 180 days and you do not request a hearing before the judge, you will be set for a Pre-Capias Hearing. If you do not attend, a capias warrant will be issued and you may be arrested.

Si no puede pagar, puede contactarnos al 915-212-0232 durante el horario de 8:00 a.m.- 5:00 p.m. (MST) de lunes a viernes para programar una audiencia con un juez. Sus opciones incluyen servicio comunitario, en lugar de la multa en su caso.

Para solicitar una audiencia, envíe una solicitud por escrito al Tribunal o comparezca ante el Tribunal del centro, 810 East Overland.

Si no cancela su multa en 180 días y no solicita una audiencia ante el juez, se le asignará una audiencia Pre-Capias. Si no asiste, se emitirá una orden de captura y usted puede ser arrestado.

- I have a warrant because I did not appear at arraignment or trial as I promised to do. May I have a payment plan?

Yes. You must go in person to 810 E. Overland to request a payment plan.

If you believe you are indigent or unable to pay the fine in full, you may request an indigency hearing before the judge. On a case-by-case basis, the judge will determine whether or not you are indigent or whether or not to grant you a payment plan.

Sí. Debe ir en persona al 810 E. Overland para solicitar un plan de pago.

Si cree que es indigente o no puede pagar la multa en su totalidad, puede solicitar una audiencia de indigencia ante el juez. Caso por caso, el juez determinará si usted es indigente o si le otorgará o no un plan de pago

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QUESTIONS ABOUT ARREST WARRANTS

- Why do I have an arrest warrant?

You may have committed one of the following:

- You failed to appear as promised at your scheduled arraignment or trial hearing.
- You failed to fulfill your sentencing requirements, such as payment of the fine, completion of community service, or compliance with other court ordered judgments.

- Can I be arrested if I have an active arrest warrant?

Yes. You can be arrested by the El Paso Police Department or other law enforcement agencies.

- Are there other consequences for having an arrest warrant, aside from the possibility of arrest?

Yes, there are additional consequences:

- Texas Residents: In accordance with State Law, Texas residents who fail to appear in court or fail to pay or satisfy an ordered judgment as required by law may have their driver's license suspended, denied renewal of their driver's license by the Texas Department of Public Safety **Omni** (<http://www.texasfailuretoappear.com/index.php>) program, and be assessed an additional fee.
 - Out of State Residents: In accordance with the states' Non-Resident Violator's Compact Agreement, Texas Department of Public Safety may notify the driver's licensing department of your state of any outstanding arrest warrants. Driver's license suspension proceedings may be initiated against you.
 - Vehicle owners with active arrest warrants may be denied the registration of their vehicles in El Paso County until the warrant is recalled. The City has an interlocal agreement with the El Paso County Tax Assessor to deny registration to owners with active arrest warrants.
 - People with active arrest warrants may face obstacles in enlisting in military service and in securing or sustaining employment.
- How can I find out if I have an active arrest warrant?
- To confirm whether or not an arrest warrant or capias pro fine has been issued, you may call the Court's Warrant Office, 24 hours a day, 7 days a week: 915-212-0221. It will be necessary for you to provide the clerk with your name, any aliases, including maiden names and nicknames, your date of birth, and the citation number, if possible.
 - Search your citation online at **Citation & Warrant Search** (<https://public.fce.elpasotexas.gov/fullcourtweb/start.do>).
- What can I do to get the arrest warrant recalled?
- You may post a cash bond at any bond office, by mail at 810 E. Overland, El Paso, TX 79901, by phone at 915-212-0232, or on-line (<https://www.citepayusa.com/payments/welcome.do?court=elPASOtx>).
 - You may contact a bail bond company to post a surety bond.
 - You may contact an attorney.
 - You may submit a motion to the Judge.
 - You may appear at 810 Overland.

- If you are unable to pay you may request an indigency hearing. You may come to the downtown Municipal Court at 810 E. Overland to request the indigency hearing. The judge will determine whether or not you are indigent and will inform you of non-monetary options available.

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QUESTIONS ABOUT SURCHARGES

- [What does it mean when I have a surcharge?](#)

You may have been convicted of the following offenses:

- You have been convicted on a charge of "No Driver's license" or "Failure to Maintain Financial Responsibility" (no insurance)
- You have six or more points on your driver record.

The Texas Department of Public Safety can assess charges to an individual based on certain traffic offenses. DPS should notify you by mail each time a surcharge is added to your driver record. For more information on surcharges go to the [Texas Department of Public Safety](http://www.dps.texas.gov/DriverLicense/drp.htm) (<http://www.dps.texas.gov/DriverLicense/drp.htm>) web-site.

If convicted of a second charge of FTMFR (no insurance), DPS will suspend your driver's license. For more information on suspensions/revocations, please check the [TxDPS](http://www.dps.texas.gov/DriverLicense/sr22InsuranceCertificate.htm) (<http://www.dps.texas.gov/DriverLicense/sr22InsuranceCertificate.htm>) web-site:

If you are unable to pay your surcharges contact the Texas Department of Public Safety and ask about their [Indigency Program](http://www.dps.texas.gov/DriverLicense/IndigencyProgram.htm) (<http://www.dps.texas.gov/DriverLicense/IndigencyProgram.htm>).

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QUESTIONS ABOUT OMNI (DRIVER'S LICENSE RENEWAL) HOLDS

- [How can I remove the Omni hold?](#)

In order to remove an Omni hold with El Paso Municipal Court, all warrants must be resolved and a \$30 fee for each violation obtaining the Omni hold must be paid.

Once the fee is paid, it may take up to 10 days for the Texas Department of Public Safety to update the hold removal.

If you receive a hold for New Mexico or Arizona, you must wait 10 working days after your warrant has been resolved in order to request a Release Letter from the El Paso Municipal Court.

- [How do I know if I have an Omni hold?](#)

You can visit the [Texas Failure to Appear website](http://www.texasfailuretoappear.com/search.php) (<http://www.texasfailuretoappear.com/search.php>) to look up any Omni holds you may have.

- [Why do I have an Omni hold?](#)

As authorized by [Chapter 706 of the Texas Transportation Code](http://www.statutes.legis.state.tx.us/Docs/TN/htm/TN.706.htm) (<http://www.statutes.legis.state.tx.us/Docs/TN/htm/TN.706.htm>), The El Paso Municipal Court has a contract with the [OmniBase Services of Texas](http://www.omnibase.com) (<http://www.omnibase.com>) to deny the renewal of the driver's license of a person who fails to appear for a complaint/citation or fails to pay a violation as ordered by the court.

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QUESTIONS ABOUT SCOFFLAW (VEHICLE REGISTRATION) HOLD

- [How can I remove the Scofflaw hold?](#)

In order to remove the Scofflaw hold you must visit any of the El Paso Municipal Court bond offices and bring the following items:

1. Vehicle Registration Renewal Notice (Current Year) or Inquiry Receipt obtained at the County Tax Assessor's Office
2. Asset Recovery Collections System (A.R.C.S) Form
3. Copy of a State Issued Drivers License or a government issued identification card for all drivers listed on the registration from

All warrants must be resolved and any warrants resolved in the last 90 days from the date of the Scofflaw Release request will have a \$20.00 fee added to the violation(s).

A minimum of a \$20.00 fee for each violation may need to be paid before a Scofflaw Release is issued.

- [How do I know if I have a Scofflaw hold on my registration?](#)

When you go to the County Tax Assessor to register your vehicle, they will hand you an Asset Recovery Collections System (A.R.C.S) Form informing you El Paso Municipal Court has a Scofflaw hold.

- [What is a Scofflaw hold](#)

According to the [Transportation Code Sec. 702.003](http://www.statutes.legis.state.tx.us/Docs/TN/htm/TN.702.htm) (<http://www.statutes.legis.state.tx.us/Docs/TN/htm/TN.702.htm>): The County Tax Assessor may refuse to register a motor vehicle if the County Tax Assessor receives information from the El Paso Municipal Court stating that the owner of the vehicle has an outstanding warrant for failure to appear or failure to pay a fine involving a traffic violation.

El Paso Municipal Court may impose an additional \$20 fee to each outstanding warrant a person has on a traffic violation. The additional fee is used to reimburse the County Tax Assessor for its expenses for providing the services.

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QUESTIONS ABOUT PARKING CITATIONS

- [What are the parking citation fines?](#)

PARKING VIOLATION FINE SCHEDULE - Effective 01/23/12

EXPIRED METER	\$ 25.00
BUFFER ZONE	\$ 25.00
PARK IN MORE THAN 1 METER SPACE	\$ 25.00
PARK ON BUS OR TAXI STAND	\$ 25.00
AIRPORT LIMOUSINE ZONE	\$ 25.00
HOTEL ZONE - PARKING	\$ 25.00
OTHER OVERTIME	\$ 25.00
LOAD ZONE-AIRPORT/OVER 3 MIN/UNATTENDED	\$ 25.00
LOAD ZONE (GENERAL) - OVER 30 MIN	\$ 25.00

LOADING ZONE (COMM. VEHICLE) OVER 30 MIN OVER 18 INCHES FROM CURB	\$ 25.00 \$ 25.00
LOADING ZONE/NOT COMMERCIAL VEHICLE	\$ 25.00
PARK WITHIN 30 FT. OF STOP SIGN	\$ 25.00
PARKING - FUNERAL ZONE	\$ 25.00
RESERVED PARKING SPACE	\$ 25.00
AIRPORT-CONTRARY TO SIGNS OR MARKINGS	\$ 25.00
AIRPORT-LOADING IN FRONT OF TERMINAL	\$ 25.00
ALLEY-GENERAL TRAFFIC DIST/FIVE POINTS	\$ 25.00
AIRPORT-WEST OF TERMINAL W/O AUTHORITY	\$ 25.00
POLICE/POLICE MOTORCYCLE ZONE	\$ 25.00
BACK-IN ANGLED PARKING ONLY	\$ 55.00
DOUBLE PARKING	\$ 55.00
PARK ON WRONG SIDE OF STREET	\$ 55.00
RESIDENTIAL PARKING ZONE (NO PERMIT)	\$ 55.00
NO PARKING ZONE	\$ 55.00
PARKING ON SIDEWALK	\$ 55.00
PARKING - EASEMENT	\$ 55.00
PARKING IN FRONT OF DRIVEWAY	\$ 55.00
PARK WITHIN 20 FT. OF CROSSWALK	\$ 55.00
PARK WITHIN 15 FT. OF FIRE HYDRANT	\$ 55.00
PARKING ON MEDIAN	\$ 55.00
PARK ON A BRIDGE	\$ 55.00
IN ALLEYS CONTRARY TO SIGN	\$ 55.00
CONTRARY TO ANGLE PARKING SIGNS	\$ 55.00
ALONGSIDE/OPPOSITE STREET EXCAVATION	\$ 55.00
NEWS MEDIA ZONE	\$ 55.00
INSPECTION ZONE	\$ 55.00
COVERED METER	\$ 55.00
IN VIOLATION OF SIGN/ADJACENT TO SCHOOL	\$ 55.00
IN VIOLATION OF SIGN/NARROW STREET	\$ 55.00
IN VIOLATION OF SIGN/ONE-WAY STREET	\$ 55.00
TEMPORARY NO PARKING ZONE	\$ 55.00
ADJACENT TO SAFETY ZONE	\$ 55.00
YELLOW CURB MARKINGS	\$ 55.00
PARKING IN DESIGNATED BIKE LANES	\$ 55.00
VIOLATION OF STREET CLEANING/CONSTRUCTION	\$ 55.00
VIOLATION OF OFFICIAL SIGN PROHIBITING PARKING	\$ 55.00
PARKING ON CITY PROPERTY	\$ 100.00
R-O-W WASHING/REPAIRING VEHICLE	\$ 100.00
FIRE LANE	\$ 150.00
HAZARDOUS/CONGESTED PLACE	\$ 150.00
WITHIN INTERSECTION	\$ 150.00
PARKING PROHIBITED/OVERSIZE	\$ 225.00
ACCESSIBLE PARKING PERMIT ZONE/NO PERMIT	\$ 275.00
ACCESSIBLE PARKING PERMIT ZONE/BLOCKED	\$ 275.00

ALL FINES ARE SUBJECT TO CHANGE

Delinquency Fees: All fines increase by \$10.00 for every 30 days the citation is delinquent, up to a maximum of \$60.00 in delinquency fees per violation. The delinquency fees are added on to the amount of the original fines in the listings above.

- How do I get a hearing on my parking citation?

The person charged with a parking or stopping offense shall have the right to an instant hearing for the purpose of determining the issue of liability for the charged offense. Section 12.85.030 of the Municipal Code requires that such right to a hearing shall be exercised by appearing in person before a hearing officer within fourteen days from the date of the citation, between the hours of 8:30 a.m. to 12:45 p.m. and 2:00 p.m. to 5:15 p.m., Monday through Friday.

Hearings may be requested as follows:

In person:

El Paso Municipal Court

810 E. Overland

El Paso, Texas 79901

By phone: (915) 212-5804

It is possible that you might get a recording. Please leave a message and the Deputy Court Clerk will return your call. Please include the citation # and the date the citation was issued.

By mail:

El Paso Municipal Court

810 E. Overland

El Paso, Texas 79901

Please include the original citation, if possible. If not, include the citation # and the date of issuance.

By fax: (915) 212-0216

Please include a copy of the citation if possible. If not, include the citation # and the date of issuance.

- I no longer own the vehicle for an outstanding parking citation. What can I do?
The El Paso Municipal Court receives vehicle registration information from the Texas Department of Transportation. At the time the vehicle registration request was submitted from the Court to TxDOT, your name appeared as the last registered owner of the vehicle. If you have received notice regarding a parking citation(s) issued to a vehicle that you no longer own and which you did not own at the time of the issuance of the citation(s), please provide the following (where applicable):

- A copy of the invoice showing the vehicle was traded in, including the license plate number.
- A copy of the invoice showing the vehicle was purchased after the citation was issued, including the license plate number.
- A copy of the record from the Texas Department of Transportation showing that ownership has been transferred and the date thereof; or
- A copy of the Vehicle Transfer Notification Form after it has been processed by the Texas Department of Transportation. The form is available at the Texas Department of Transportation and the office of the local County Tax Assessor-Collector. It also is available on line through the TxDOT web site as F ([http://txdmv.gov/reports-and-data/doc_download/954-vtr-346-texas-motor-vehicle-transfer-notification\)orm_TR346](http://txdmv.gov/reports-and-data/doc_download/954-vtr-346-texas-motor-vehicle-transfer-notification)orm_TR346) (http://txdmv.gov/reports-and-data/doc_download/954-vtr-346-texas-motor-vehicle-transfer-notification) in the Vehicle Registration category.

- I received a parking citation while I was serving as a juror in a court proceeding. What can I do?

Please submit your citation either in person or by mail and the confirmation of juror service received from the Court. The hearing officer will review the documents. If all is in order, the citation will be dismissed.

- What are the procedures at the hearing?

Hearing Procedures:

The purpose of the hearing is to determine liability or non-liability for the offense charged. The hearing officer will make this determination based upon a preponderance of the evidence presented at the hearing, after giving due weight to all presumptions and prima facie evidence established by law. The hearing will be recorded on audio tape and is to be conducted in a calm, courteous manner, respectful of both the vehicle owner and the hearing officer.

Appear at the date and time of your scheduled hearing.

Bring a copy of the citation issued to you.

Bring all documents you would like the hearing officer to consider, including, but not limited to:

- photographs
- affidavits
- auto title, transfer of title and registration documents
- placards authorizing parking in spaces reserved for the disabled
- receipts

Findings:

After considering the evidence presented, the hearing officer can find the vehicle owner:

1. Dismissed/ Not Liable for the Offense:

If you are found not to be liable for the offense, the case against you will be dismissed.

2. Liable for the Offense:

If you are found to be liable for the offense, the full fine amount for the citation will be assessed. The hearing officer has no latitude to reduce the fine amount.

- What do I do if I receive a citation for parking in a handicap zone?

What do I do if I receive a citation for parking in a handicapped zone, but I am a person for whom the State has issued a disability parking placard or I was transporting a person for whom the State has issued a disabled parking placard?

Documents Presented at the Hearing:

If a citation was issued for parking in a zone reserved for the disabled or if a disabled person was being transported at the time the citation was issued, the person to whom the disabled parking placard is issued is required to appear to give testimony. If this person is unable to appear, a sworn affidavit is acceptable in place of testimony, along with the handicapped placard and placard application form.

By Mail:

Persons who are authorized to park in a space reserved for the disabled, but who forget to display their placard, resulting in a citation, have the option of presenting their cases via mail.

The following must be submitted in order for review:

1. The citation.
2. A sworn affidavit explaining the facts.
3. A copy of the placard, placard application form and driver's license or ID card.

*All submissions are subject to the review of the hearing officer.

- Why did a collection agency contact me about some outstanding parking tickets?

The City of El Paso has a contract with Delgado, Acosta, Spencer, Linebarger & Perez, LLP Attorneys at Law for the collections of delinquent Municipal Court fines and fees. Please call the Court during regular business hours for questions regarding specific citations or the citations listed against the vehicle plate shown as registered to you.

- Why was my vehicle booted or impounded?

The law allows the booting or impoundment of vehicles having 3 (three) or more delinquent parking citations.

- How can I gain release of my vehicle after it has been booted or impounded?

Payment:

The registered owner of an immobilized or impounded vehicle, or other authorized person may secure release of the vehicle by paying the total amount of the fine, any late fees for each delinquent citation, including any arrest warrants against the owner of the vehicle for Class C misdemeanors, a \$ 50.00 boot fee, transportation costs incurred by the city, towing and storage fees. These charges may be paid at any bond office location, checks will not be accepted.

The towing and storage fees are:

Tow - \$36.91 (Police Department Impound, must have a yellow slip meaning Police Department did an inventory of the car)
Daily Storage Fees - \$12.21/ day
Affidavit - \$6.00

Trucks:

Tow - Varies by size
Daily Storage Fees - \$15.00

Boot Hearing:

The registered owner of an immobilized or impounded vehicle shall have the right to a prompt post-immobilization hearing ("boot hearing") before the hearing officer. The boot hearing shall be held within 24 hours following the written request therefore, excluding Saturdays, Sundays, and City of El Paso holidays, at the Municipal Court, 810 E. Overland, El Paso, Texas 79901. The issue to be determined at the boot hearing is whether the immobilization was authorized by law. The determination of the hearing officer at the boot hearing is final. If the hearing officer finds that the owner of the vehicle is not liable for any of the citations, a release order for the vehicle will be issued.

- I received a parking citation while I was serving as a juror in a court proceeding. What can I do?

Bring the paper citation and your jury summons letter to 810 E. Overland and see a cashier to have the citation dismissed.

(return to top)

QUESTIONS ABOUT COMMUNITY SERVICE

- How do I request community service in lieu of fine payment?

You may request community service when you appear before the judge at arraignment or at trial. The judge will decide whether or not to grant your request.

Puede solicitar el servicio comunitario cuando comparezca ante el juez en la lectura de cargos o en el juicio. El juez decidirá si concede o no su solicitud.

- How many hours of community service must I complete?

The judge will decide how many hours you must perform.

El juez decidirá cuántas horas debe realizar.

- Where will I perform the community service?

Court staff will work with you to find a community service site close to your home or work. We have many host agencies throughout the community.

El personal de la corte trabajará con usted para encontrar un sitio de servicio comunitario cerca de su casa o trabajo. Tenemos muchas agencias anfitrionas en toda la comunidad.

- What kind of community service will I perform?

Court staff will work with you to find a suitable assignment for your skills and abilities. You will be expected to show up when scheduled, dress appropriately for the assignment and follow instructions respectfully.

El personal de la corte trabajará con usted para encontrar una asignación adecuada para sus habilidades. Se le requiere que se presente cuando se le indique, se vista apropiadamente para la tarea y siga las instrucciones respetuosamente.

(return to top)

QUESTIONS ON HOW TO SEARCH FOR CITATIONS & WARRANTS ONLINE

- How do I search for a citation or warrant with my name?

1. Go to [Citation & Warrant Search \(https://public.fce.elpasotexas.gov/fullcourtweb/start.do\)](https://public.fce.elpasotexas.gov/fullcourtweb/start.do)
2. Click on Log In
3. Go to the upper left hand side of the screen and click on *Searches*
4. Select Case Searches- By Party
5. Enter Last and First Name
6. Enter Date of Birth



- How do I search for a citation or warrant by citation number?

1. Go to [Citation & Warrant Search \(https://public.fce.elpasotexas.gov/fullcourtweb/start.do\)](https://public.fce.elpasotexas.gov/fullcourtweb/start.do)
2. Click on Log In
3. Click on *Searches*- Select Citation Search
4. Enter citation number without any dashes



- How do I search for a parking violation?

1. Go to [Citation & Warrant Search \(https://public.fce.elpasotexas.gov/fullcourtweb/start.do\)](https://public.fce.elpasotexas.gov/fullcourtweb/start.do)
2. Click on Log In
3. Click on *Searches*
4. Select Case Searches- By Party
5. Enter vehicle plate number for Last Name



- Can I pay a citations or warrants online?

Yes. If you know your citation number go to [Pay Citation & Warrant Online \(https://www.citepayusa.com/payments/welcome.do?court=ELPASOTX\)](https://www.citepayusa.com/payments/welcome.do?court=ELPASOTX).



- **Can I download instructions on how to use the citation and warrant search?**
 Yes just click on **Download Instructions** (~/media/files/coep/municipal clerk/muni court - documents/online how to use citation search.ashx?la=en)

(return to top)

QUESTIONS ON HOW TO USE THE COURT DOCKET

- **How do I view the court docket list?**
 1. Go to **Citation & Warrant Search** (<https://public.fce.elpasotexas.gov/fullcourtweb/mainMenu.do>)
 2. Click on **Log In**
 3. Click on **Scheduling** and select **Monthly Court Calendar**
 4. Go to **Court Calendar Parameters** and select the + box
 5. Input the information you would like to view: Such as **Attorney name**
 6. Click **Retrieve**
 7. The only month displayed will be the one that was selected in Step 5
 8. Click on the court day you wish to view to see the list of cases set for that day
 9. The docket will appear for the day that was selected



- **Can I download instructions on how to view the docket list?**
 Yes. You can click on **Download Instructions** (~/media/files/coep/municipal clerk/muni court - documents/how to view online docket.ashx?la=en).

(return to top)

 **TRANSLATE SITE** (WWW.ELPASOTEXAS.GOV/MUNICIPAL-COURTS/TRANSLATE)

- **Departments** (<http://www.elpasotexas.gov/departments>)
- **Residents** (<http://www.elpasotexas.gov/residents>)
- **Business** (<http://www.elpasotexas.gov/economic-development>)
- **Visitors** (<http://www.elpasotexas.gov/visitors>)
- **Meetings** (<http://www.elpasotexas.gov/meetings>)
- **Online Services** (<http://www.elpasotexas.gov/online-services>)
- **Contact Us** (<http://www.elpasotexas.gov/contact>)

- **Accessibility** (<http://www.elpasotexas.gov/ada>)
- **Disclaimer** (<http://www.elpasotexas.gov/disclaimer>)
- **Link Policy** (<http://www.elpasotexas.gov/link-policy>)
- **Privacy Policy** (<http://www.elpasotexas.gov/privacy-policy>)
- **Security Policy** (<http://www.elpasotexas.gov/security-policy>)
- **Webmail** (<https://owa.elpasotexas.gov/>)

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CONNECT WITH US

- **Facebook** (<http://www.facebook.com/elpasotexasgov>)
- **Twitter** (<http://twitter.com/#!/ElPasoTXGov>)
- **YouTube** (<https://www.youtube.com/cityofelpasotx>)
- **Instagram** (https://www.instagram.com/iam_elpaso/)

EL PASO CITY HALL

300 N. Campbell
 El Paso, Texas 79901
 (915) 212-0000 or 3-1-1
Directions to City Hall

(<https://www.google.com/maps/place/300+N+Campbell+St,+El+Paso,+TX+79901/@31.762095,-106.484746,17z/data=!3m1!4b1!4m2!3m1!1s0x8>)

OPERATIONAL HOURS

Mon-Fri | 8:00 a.m. to 5:00 p.m.

[Home Page \(/\)](#)

Custom Search

[Home \(/www.elpasotexas.gov\)](#) > [Municipal Courts \(/www.elpasotexas.gov/municipal-courts\)](#) > [Fines and Payments](#)

915-212-0215

MUNICIPAL COURTS

[Browse Department \(/\)](#)

- [Home \(/www.elpasotexas.gov/municipal-courts\)](#)
- [Citation & Warrant Search \(https://public.fce.elpasotexas.gov/fullcourtweb/start.do\)](https://public.fce.elpasotexas.gov/fullcourtweb/start.do)
- [Pay Citation & Warrant Online \(https://www.citepayusa.com/payments/welcome.do?court=elPASOtx\)](https://www.citepayusa.com/payments/welcome.do?court=elPASOtx)
- [Defendants Rights \(/www.elpasotexas.gov/municipal-courts/defendants-rights\)](#)
- [Jury Services \(/www.elpasotexas.gov/municipal-courts/jury-services\)](#)
- [Parking Citations \(/www.elpasotexas.gov/municipal-courts/parking-citations\)](#)
- [Judiciary \(/www.elpasotexas.gov/municipal-courts/judiciary\)](#)
 - [Arraignment \(/www.elpasotexas.gov/municipal-courts/judiciary/arraignment\)](#)
 - [Municipal Judges \(/www.elpasotexas.gov/municipal-courts/judiciary/municipal-judges\)](#)
 - [Judicial Procedures \(/www.elpasotexas.gov/municipal-courts/judiciary/judicial-procedures\)](#)
 - [Juvenile Procedures \(/www.elpasotexas.gov/municipal-courts/judiciary/juvenile-procedures\)](#)
- [Community Service \(/www.elpasotexas.gov/municipal-courts/community-service\)](#)
- [Court Stats \(/www.elpasotexas.gov/municipal-courts/court-stats\)](#)
- [Court Docket List \(https://public.fce.elpasotexas.gov/fullcourtweb/start.do\)](https://public.fce.elpasotexas.gov/fullcourtweb/start.do)
- [Court Processes FAQ \(/www.elpasotexas.gov/municipal-courts/court-processes\)](#)
- [Defensive Driving FAQ \(/www.elpasotexas.gov/municipal-courts/defensive-driving\)](#)
- [Fines and Payments \(/www.elpasotexas.gov/municipal-courts/fines-and-payments\)](#)
- [Forms \(/www.elpasotexas.gov/municipal-courts/forms\)](#)
- [Red Light Enforcement \(/www.elpasotexas.gov/municipal-courts/red-light\)](#)
- [Directory \(/www.elpasotexas.gov/municipal-courts/directory\)](#)



FINES AND PAYMENTS

- [Payments](#)
- [Speeding](#)
- [Fines >1/1/14](#)
- [Fines <1/1/14](#)

PAYMENTS

ANNOUNCEMENT

Please be aware that effective immediately, your payments by check will be converted to an Electronic Fund Transfer by the El Paso Municipal Court. This includes checks paid in person, left in the Night Deposit Boxes, or sent via mail.



AVISO

A partir de ahora, todos los pagos hechos con cheque, serán convertidos al formato de Transferencia Electrónica por parte de la Corte Municipal de El Paso. Esto incluye a todos los cheques, ya sea que hayan sido pagados en persona, depositados en el buzón nocturno, o enviados por correo.



PAYMENT METHODS

Many adults choose to pay the fine prior to a court appearance. If you would like to do so, please follow the steps below.

The forfeiture of the cash bond that will be posted in your case satisfies the fine and costs. You do not need to do anything more. You have the right to a new trial in this case. You must make your motion for a new trial not later than the 20th day after you post your full payment. If you make the motion for a new trial, the Court shall grant your motion and will schedule you for a trial.

MAKE YOUR PAYMENT:

Adults may deliver payment to the Court in one of two ways.

Bring your payment with identification in person to any Court location. The person who received the citation must be present with identification. You may NOT pay a citation for another person.

Mail your payment to the Court at:

Municipal Court
810 E Overland
El Paso, Tx. 79901

PAYMENT METHODS:

El Paso Municipal Court accepts:

- Cash
- Personal checks
- Money orders
- Cashier checks
- Debit cards
- Credit cards

PAY BY PHONE:



El Paso Municipal Court is now accepting payments by phone.
(Not accepting defensive driving fees nor partial payments on active warrants by phone)

PAYMENT BY CHECK, MONEY ORDER, OR CASHIER'S CHECK:

Make your check, money order, or cashier's check payable to City of El Paso in the full amount due. Write your ticket number on the payment along with your driver's license number and date of birth.

RETURNED CHECK FEE: A \$ 30.00 fee will be charged on all returned checks

ADDRESS CHANGE:

Please identify any address change. All Court correspondence will be set to the address you provided to the officer, unless an address change has been filed with the Court.

PAYMENT BY MAJOR CREDIT CARD:

We accept Visa, MasterCard and Discover cards. To pay by credit card, bring your credit card with identification to any Court location or pay online (<https://www.citepayusa.com/payments/welcome.do?court=elPASOtx>).

PAY ONLINE

Pay Citation & Warrant Online (<https://www.citepayusa.com/payments/welcome.do?court=elPASOtx>)

PAYMENT PLAN REQUESTS - 212-0232

Paymentplans@elpasotexas.gov (mailto:Paymentplans@elpasotexas.gov?subject=Payment Plan Request)

Requesting a Payment Plan:

If you would like to request a 180 day payment plan, you must fill out a state-mandated application. You may request one in person at 810 E. Overland, El Paso, TX 79901 or any of our bond office locations, by email (mailto:Paymentplans@elpasotexas.gov?subject=Payment Plan Request), or fill out the application **AND** Plea below and submit to the same address-information on the application. It will be reviewed and verified- the request must be received before your court appearance or arraignment date. **ONLY** the person who received the citation or an attorney licensed to practice in Texas may request the extension.

If you are unable to pay, you may contact us at 915-212-0232 during the hours of 8:00 a.m.-5:00 p.m. (MST) to set up a hearing with a judge. Your options include community service, in lieu of the fine on you case.

Please indicate that you wish to plead guilty or no contest. File a change of address form with the court if your address has changed since the receipt of the citation.

Additional \$25.00 Payment Fee:

State law requires the Court to add a fee of \$25.00 per violation when a person requests to pay a fine or state fees over a period of time rather than immediately. The \$25.00 fee will be added on the 31st day from the date of conviction. If you pay your fine within the first 30 days, the time payment fee will not apply. However, on the 31st day, the \$25.00 fee will be applied to each violation if any amount of your fine remains unpaid.

The State of Texas operates on a point system which may add surcharges to the cost of your driver's license: To see how this could affect you please check the **TXDPS web-site** (<http://www.dps.texas.gov>).

- Application for Payment Extension ([/-/media/files/coep/municipal clerk/muni court - forms/application for payment plan 072017.ashx?la=en](/media/files/coep/municipal clerk/muni court - forms/application for payment plan 072017.ashx?la=en))

- Plea ([/-/media/files/coep/municipal clerk/2010_04_plea.ashx?la=en](/media/files/coep/municipal clerk/2010_04_plea.ashx?la=en))

DPS - Driver's Licenses

Case 3:14-cv-00137-DCS Document 3-1 Filed 09/23/14 Page 34 of 42

If convicted on a charge of "No Driver's License" or "Failure to Maintain Financial Responsibility" (no insurance), the Texas Department of Public Safety will add a surcharge to obtain a driver's license. For a list of surcharges, please check the TXDPS web-site:

[Click Here \(http://www.txdps.state.tx.us/DriverLicense/drp.htm\)](http://www.txdps.state.tx.us/DriverLicense/drp.htm)

If convicted of a second charge of FTMFR (no insurance), DPS will suspend your driver's license. For more information on suspensions/revocations, please check the TX DPS web-site:

[Click Here \(http://www.txdps.state.tx.us/DriverLicense/sr22InsuranceCertificate.htm\)](http://www.txdps.state.tx.us/DriverLicense/sr22InsuranceCertificate.htm)

INSTRUCTIONS FOR JUVENILES - 212-0229

SPECIAL INSTRUCTIONS FOR JUVENILES:

If you are under 17 years of ages State law requires that you appear, with a parent or legal guardian, before a judge at your arraignment or at trial prior to paying your fine. Do not mail the fine payment due, until after you appear before a judge. Payments sent for juvenile defendants prior to the juvenile's appearance in Court will not be accepted.

Art. 45.057, CCP (h): A child and parent required to appear before the court have an obligation to provide the court in writing with the current address and residence of the child. A violation of this subsection may result in arrest and is a class C misdemeanor.

[Click here to learn more about Juvenile Procedures \(/www.elpasotexas.gov/municipal-courts/judiciary/juvenile-procedures\)](http://www.elpasotexas.gov/municipal-courts/judiciary/juvenile-procedures)

LATE PAYMENTS

Partial and Late Payments

If you have not plead on all charges shown on the ticket by the appearance date, you may expect an arrest warrant to be issued and a \$50.00 warrant fee to be added to your fine upon activation of warrant. If your vehicle has been booted, a \$50.00 boot fee will be added to the total amount owed on your delinquent parking citations.

Persons or vehicles in custody

If you are in the custody of law enforcement officers or your vehicle has been booted or stored by law enforcement officers, checks will NOT be accepted for the payment of your fine or the posting of bond. You must pay in full by cash, money order, cashier's check, credit card, or you must post a bail bond or surety bond.

WARRANTS & COLLECTIONS FEES

Warrant or Boot Fees:

If an arrest warrant has been issued on the violation, a \$50.00 warrant fee will be added upon activation of warrant. If a vehicle has been booted, a \$50.00 boot fee will be added. If a vehicle has been towed and stored, additional fees will be charged by the towing company.

Collection Agency Fees:

If a commitment or warrant is not paid within 60 calendar days from the date it is activated, it will be placed with the City's collection agency.

If a parking citation is not paid within 75 days from the date of issuance it will be placed with the City's collection agency.

In compliance with the Texas Code of Criminal Procedure, Chapter 103, Article 103.0031(b), once the commitment, warrant, or parking citation is placed with the City's collection agency, an additional 30% collection fee will be added to the amount owed on the case. For example, if the fines and court costs on the case total \$100, once the case is placed with collection agency, the amount owed will rise 30% to \$130 total.

SPEEDING

SPEEDING TICKETS

Regular Zone

(Non-School or Non-Construction Zone)

Effective January 1, 2014

Miles Over Limit Total

1	\$ 124.10
2	\$ 128.10
3	\$ 132.10
4	\$ 136.10
5	\$ 140.10
6	\$ 144.10
7	\$ 148.10
8	\$ 152.10
9	\$ 156.10
10	\$ 160.10
11	\$ 168.10
12	\$ 176.10
13	\$ 184.10
14	\$ 192.10
15	\$ 200.10
16	\$ 208.10
17	\$ 216.10
18	\$ 224.10
19	\$ 232.10
20	\$ 240.10

School Zone Only

Effective January 1, 2014

Miles Over Limit Total

1	\$ 153.10
2	\$ 161.10
3	\$ 169.10
4	\$ 177.10
5	\$ 185.10
6	\$ 193.10
7	\$ 201.10
8	\$ 209.10
9	\$ 217.10
10	\$ 225.10
11	\$ 237.10
12	\$ 249.10
13	\$ 261.10
14	\$ 273.10
15	\$ 285.10
16	\$ 297.10
17	\$ 309.10
18	\$ 321.10
19	\$ 323.85
20 or more	\$ 323.85

21 \$ 252.10
 22 \$ 264.10
 23 \$ 276.10
 24 \$ 288.10
 25 or more \$ 298.85

Construction Zone Only

*Note: Workers must be present.

Effective January 1, 2014

Miles Over Limit	Total
1	\$ 149.10
2	\$ 157.10
3	\$ 165.10
4	\$ 173.10
5	\$ 181.10
6	\$ 189.10
7	\$ 197.10
8	\$ 205.10
9	\$ 213.10
10	\$ 221.10
11	\$ 237.10
12	\$ 253.10
13	\$ 269.10
14	\$ 285.10
15	\$ 301.10
16	\$ 317.10
17	\$ 333.10
18	\$ 349.10
19	\$ 365.10
20	\$ 381.10
21	\$ 405.10
22	\$ 429.10
23	\$ 453.10
24	\$ 477.10
25 or more	\$ 498.60

School and Construction Zone

*Note: Workers must be present.

Effective January 1, 2014

Miles Over Limit	Total
1	\$ 182.10
2	\$ 198.10
3	\$ 214.10
4	\$ 230.10
5	\$ 246.10
6	\$ 262.10
7	\$ 278.10
8	\$ 294.10
9	\$ 310.10
10	\$ 326.10
11	\$ 350.10
12	\$ 374.10
13	\$ 398.10
14	\$ 422.10
15	\$ 446.10
16	\$ 470.10
17	\$ 494.10
18	\$ 518.10
19	\$ 523.60
20 or more	\$ 523.60

FINES >1/1/14

FINE SCHEDULE AFTER JAN 1 2014

EL PASO MUNICIPAL COURT BOND FINE SCHEDULE

Below is a list of the most common violations. If your violation does not appear here, please call 915-212-0215, between 8:00 a.m. and 7:00 p.m., Monday through Friday. Please note that these amounts apply to cases paid before arraignment or trial and are subject to acceptance by the judge. At arraignment or trial, the judge of the court in which your case is docketed may fine you within the fine range stipulated by law. Please be advised that the fine amount may be higher than the bond amounts shown here.

* On violations occurring in a construction zone when workers are present, please call 915-212-0215 for the correct amount.

* On moving violations occurring in a school zone, bond amounts increase by \$25.00.

* On moving violations causing an accident, bond amounts increase by \$ 50.00.

* Effective January 1, 2014 ALL FINES INCREASED BY \$2.00

Alcohol and Tobacco

Public Intoxication	\$ 107.00
Alcohol Detectable	\$ 327.00
Open Container in Vehicle	\$ 226.00
Open Container in Urban District	\$ 227.00
Minor in Possession of Alcohol	\$ 127.00
Minor in Possession of Tobacco	\$ 127.00

Animal Control Violations

Animal Not Confined	\$ 97.00
Animal Registration	\$ 92.00
Animal Vaccination	\$ 102.00

Building Code Violations

Building Permit/None	\$ 322.00
Remodel Without Permit	\$ 322.00

Miscellaneous

Assault - Simple	\$ 227.00
Bonfire/Rubbish	\$ 112.00
Criminal Mischief	\$ 277.00
Curfew: Can not be paid prior to appearance before the Judge	\$ 152.00

Common Traffic Violations

Backing Vehicle Unsafely	\$ 145.10
Cell Phone Violation	\$ 116.10
Changing Lanes - Failure to Signal	\$ 160.10
Changing Lanes Unsafely	\$ 160.10
Changing Lanes Unsafely/Causing an Accident	\$ 210.10
Commercial Driving License Violations	\$ 127.00
Cutting through Property	\$ 145.10
Defective Equipment/Headlight	\$ 130.00
Defective Equipment/Brake or Stop Light	\$ 130.00
Defective Equipment/Muffler	\$ 130.00
Defective Equipment/Seatbelt	\$ 145.00
Defective Equipment/Tail Light	\$ 130.00
Defective Equipment/Windshield	\$ 130.00
Defective Vehicle Emission	\$ 145.10
Disregarding an Officer	\$ 160.10
Disregard Barricade	\$ 145.10

Disorderly Conduct	\$ 177.00
Failure to Identify	\$ 277.00
Littering/Dumping	\$ 327.00
In Park after Hours	\$ 107.00
Parking on the Sideyard	\$ 177.00
Possession of Drug Paraphernalia	\$ 177.00
Possession of Fireworks	\$ 176.00
Theft Under \$100.00	\$ 227.00
Urinating in Public	\$ 112.00

Water Violations

Watering on Wrong Day	\$ 147.00
Watering on Wrong Time	\$ 122.00
Water Running onto Street	\$ 122.00

Driver's License Violations (Exp. NOL, No NOL)	\$ 127.00
Driving on Median or Shoulder Lane	\$ 145.10
Driving while using cellphone	\$ 116.10
Driving Without Headlights	\$ 145.10
Driving with Bright Lights	\$ 145.10
Exhibition of Speed/Accel	\$ 150.10
Failure to Control Speed	\$ 160.10
Failure to Control Speed/Causing an Accident	\$ 210.10
Failure to Give Information/After Accident	\$ 210.10
Failure to Maintain Financial Responsibility (FTMFR) 1st offense	\$ 277.00
Failure to Maintain Financial Responsibility (FTMFT) 2nd offense	\$ 488.00
Failure to Signal Lane Change	\$ 160.10
Failure to Signal Turn	\$ 160.10
Failure to Obey Traffic Control Device	\$ 145.10
Failure to Yield Right of Way at Controlled Intersection	\$ 185.10
Failure to Yield Right of Way at Controlled Intersection/Causing Accident	\$ 235.10
Failure to Yield Right of Way Before Making Left Turn	\$ 160.10
Failure to Yield Right of Way Before Entering From Private Driveway	\$ 160.10
Following Too Closely	\$ 160.10
Following Too Closely/Causing An Accident	\$ 210.10
Impeding Traffic	\$ 145.10
Incorrect Left or Right Turn	\$ 145.10
Incorrect Left or Right Turn/Causing an Accident	\$ 195.10
Jaywalking	\$ 65.00
Left Turn from Wrong Lane	\$ 160.10
Modified Lights	\$ 159.00
Modified Muffler	\$ 145.00
Motor Carrier Safety Violations	\$ 260.10
Motor Vehicle Dealer License Violation	\$ 112.00
Motor Vehicle Inspection Sticker	\$ 145.00
No Seatbelt/Driver	\$ 145.10
No Seatbelt/Passenger over 15 years of age	\$ 145.10
No Seat Belt/Child 5 to 17 years of age	\$ 259.10
No Child Safety Seat: 2 to 4 years of age	\$ 259.35
No Child Safety Seat: Under 2 years of age	\$ 259.35
Overtaking a School Bus/Loading or Unloading	\$ 624.10
Pass in School Zone	\$ 210.00
Passing in No Pass Zone	\$ 145.10
Pedestrian/Walk Against Pedestrian Control Sign	\$ 87.00
Racing	\$ 210.10
Red Light Violation	\$ 185.10
Red Light Violation Causing Accident	\$ 235.10
Registration/No or Expired Motor Vehicle Plates	\$ 112.00
Registration/Out of Town Unregistered Vehicle	\$ 277.00
Speeding: Fines Vary According to Speed.	
Stop Sign	\$ 185.10
Stop Sign/Causing Accident	\$ 235.10

FINES <1/1/14

FINE SCHEDULE BEFORE JAN 1 2014

EL PASO MUNICIPAL COURT BOND FINE SCHEDULE

Below is a list of the most common violations. If your violation does not appear here, please call 915-212-0215, between 8:00 a.m. and 7:00 p.m., Monday through Friday. Please note that these amounts apply to cases paid before arraignment or trial and are subject to acceptance by the judge. At arraignment or trial, the judge of the court in which your case is docketed may fine you within the fine range stipulated by law. Please be advised that the fine amount may be higher than the bond amounts shown here.

* On violations occurring in a construction zone when workers are present, please call 915-212-0215 for the correct amount.

* On moving violations occurring in a school zone, bond amounts increase by \$25.00.

* On moving violations causing an accident, bond amounts increase by \$ 50.00.

* Effective December 1, 2005

Alcohol and Tobacco

Public Intoxication	\$ 105.00
Alcohol Detectable	\$ 325.00
Open Container in Vehicle	\$ 224.00
Open Container in Urban District	\$ 225.00
Minor in Possession of Alcohol	\$ 125.00
Minor in Possession of Tobacco	\$ 125.00

Animal Control Violations

Animal Not Confined	\$ 95.00
Animal Registration	\$ 90.00
Animal Vaccination	\$ 100.00

Building Code Violations

Building Permit/None	\$ 320.00
Remodel Without Permit	\$ 320.00

Miscellaneous

Assault - Simple	\$ 225.00
Bonfire/Rubbish	\$ 110.00
Criminal Mischief	\$ 275.00
Curfew: Can not be paid prior to appearance before the Judge	\$ 150.00
Disorderly Conduct	\$ 175.00
Failure to Identify	\$ 275.00
Littering/Dumping	\$ 325.00
In Park after Hours	\$ 105.00
Parking on the Sideyard	\$ 175.00
Possession of Drug Paraphernalia	\$ 175.00
Possession of Fireworks	\$ 174.00
Theft Under \$50.00	\$ 225.00
Urinating in Public	\$ 110.00

Water Violations

Watering on Wrong Day	\$ 145.00
Watering on Wrong Time	\$ 120.00
Water Running onto Street	\$ 120.00

Common Traffic Violations

Backing Vehicle Unsafely	\$ 143.10
Cell Phone Violation	\$ 114.10
Changing Lanes - Failure to Signal	\$ 158.10
Changing Lanes Unsafely	\$ 158.10
Changing Lanes Unsafely/Causing an Accident	\$ 208.10
Commercial Driving License Violations	\$ 125.00
Cutting through Property Defective	\$ 143.10
Equipment/Headlight Defective	\$ 128.00
Defective Equipment/Brake or Stop Light	\$ 128.00
Defective Equipment/Muffler	\$ 128.00
Defective Equipment/Seatbelt	\$ 143.00
Defective Equipment/Tail Light	\$ 128.00
Defective Equipment/Windshield	\$ 128.00
Defective Vehicle Emission	\$ 143.10
Disregarding an Officer	\$ 158.10
Disregard Barricade	\$ 143.10
Driver's License Violations (Exp. NOL; No NOL)	\$ 125.00
Driving on Median or Shoulder Lane	\$ 143.10
Driving while using cellphone	\$ 114.10
Driving Without Headlights	\$ 143.10
Driving with Bright Lights	\$ 143.10
Exhibition of Speed/Accel	\$ 148.10
Failure to Control Speed	\$ 158.10
Failure to Control Speed/Causing an Accident	\$ 208.10
Failure to Give Information/After Accident	\$ 208.10
Failure to Maintain Financial Responsibility (FTMFR) 1st offense	\$ 275.00
Failure to Maintain Financial Responsibility (FTMFT) 2nd offense	\$ 486.00
Failure to Signal Lane Change	\$ 158.10
Failure to Signal Turn	\$ 158.10
Failure to Obey Traffic Control Device	\$ 143.10
Failure to Yield Right of Way at Controlled Intersection	\$ 183.10
Failure to Yield Right of Way at Controlled Intersection/Causing Accident	\$ 233.10
Failure to Yield Right of Way Before Making Left Turn	\$ 158.10

Failure to Yield Right of Way Before Entering From Private Driveway	\$ 158.10
Following Too Closely	\$ 158.10
Following Too Closely/Causing An Accident	\$ 208.10
Impeding Traffic	\$ 143.10
Incorrect Left or Right Turn	\$ 143.10
Incorrect Left or Right Turn/Causing an Accident	\$ 193.10
Jaywalking	\$ 65.00
Left Turn from Wrong Lane	\$ 158.10
Modified Lights	\$ 157.00
Modified Muffler	\$ 143.00
Motor Carrier Safety Violations	\$ 258.10
Motor Vehicle Dealer License Violation	\$ 110.00
Motor Vehicle Inspection Sticker	\$ 143.00
No Seatbelt/Driver	\$ 143.10
No Seatbelt/Passenger over 15 years of age	\$ 143.10
No Seat Belt/Child 5 to 17 years of age	\$ 257.10
No Child Safety Seat: 2 to 4 years of age	\$ 257.35
No Child Safety Seat: Under 2 years of age	\$ 257.35
Overtaking a School Bus/Loading or Unloading	\$ 233.10
Pass in School Zone	\$ 208.00
Passing in No Pass Zone	\$ 143.10
Pedestrian/Walk Against Pedestrian Control Sign	\$ 85.00
Racing	\$ 208.10
Red Light Violation	\$ 183.10
Red Light Violation Causing Accident	\$ 233.10
Registration/No or Expired Motor Vehicle Plates	\$ 110.00
Registration/Out of Town Unregistered Vehicle	\$ 275.00
Speeding: Fines Vary According to Speed.	
Stop Sign	\$ 183.10
Stop Sign/Causing Accident	\$ 233.10
Straddling Lanes	\$ 158.10
Truck Route Violations	\$ 143.10



(<https://public.fce.elpasotexas.gov/fullcourtweb/start.do>)



([https://www.citepayusa.com/payments/welcome.do?](https://www.citepayusa.com/payments/welcome.do?court=elPASObx)

[court=elPASObx](#))



(<http://www.elpasotexas.gov/municipal-courts/court-processes>)

HELPFUL LINKS

TOOLS FOR SELF REPRESENTED LITIGANTS (<http://www.txcourts.gov/programs-services/self-help/self-represented-litigants/>)

- [El Paso Police Department](http://www.elpasotexas.gov/police-department) (<http://www.elpasotexas.gov/police-department>)
- [El Paso County Case Records Search](http://casesearch.epcounty.com/PublicAccess/default.aspx) (<http://casesearch.epcounty.com/PublicAccess/default.aspx>)
- [El Paso County Judge Directory](http://www.epcounty.com/councilofjudges/courtdirectory.htm) (<http://www.epcounty.com/councilofjudges/courtdirectory.htm>)
- [Judicial/Courts Directory](http://www.txcourts.gov/judicial-directory.aspx) (<http://www.txcourts.gov/judicial-directory.aspx>)
- [Office of Court Administration](http://www.txcourts.gov/oca.aspx) (<http://www.txcourts.gov/oca.aspx>)
- [Texas Statutes](http://www.statutes.legis.state.tx.us/) (<http://www.statutes.legis.state.tx.us/>)
- [TX Department of Public Safety](https://www.dps.texas.gov/) (<https://www.dps.texas.gov/>)
- [TX DPS Surcharges](https://www.txsurchargeonline.com/(S(xinx4ppuntkciz5phadmfl4f))/default.aspx) ([https://www.txsurchargeonline.com/\(S\(xinx4ppuntkciz5phadmfl4f\)\)/default.aspx](https://www.txsurchargeonline.com/(S(xinx4ppuntkciz5phadmfl4f))/default.aspx))
- [TxDOT](http://www.txdot.gov/) (<http://www.txdot.gov/>)
- [Red Light Tickets](https://www.photonotice.com/) (<https://www.photonotice.com/>)



(<http://WWW.ELPASOTEXAS.GOV/MUNICIPAL-COURTS/TRANSLATE>)

- [Departments \(//www.elpasotexas.gov/departments\)](http://www.elpasotexas.gov/departments)
- [Residents \(//www.elpasotexas.gov/residents\)](http://www.elpasotexas.gov/residents)
- [Business \(//www.elpasotexas.gov/economic-development\)](http://www.elpasotexas.gov/economic-development)
- [Visitors \(//www.elpasotexas.gov/visitors\)](http://www.elpasotexas.gov/visitors)
- [Meetings \(//www.elpasotexas.gov/meetings\)](http://www.elpasotexas.gov/meetings)
- [Online Services \(//www.elpasotexas.gov/online-services\)](http://www.elpasotexas.gov/online-services)
- [Contact Us \(//www.elpasotexas.gov/contact\)](http://www.elpasotexas.gov/contact)

- [Accessibility \(//www.elpasotexas.gov/ada\)](http://www.elpasotexas.gov/ada)
- [Disclaimer \(//www.elpasotexas.gov/disclaimer\)](http://www.elpasotexas.gov/disclaimer)
- [Link Policy \(//www.elpasotexas.gov/link-policy\)](http://www.elpasotexas.gov/link-policy)
- [Privacy Policy \(//www.elpasotexas.gov/privacy-policy\)](http://www.elpasotexas.gov/privacy-policy)
- [Security Policy \(//www.elpasotexas.gov/security-policy\)](http://www.elpasotexas.gov/security-policy)
- [Webmail \(https://owa.elpasotexas.gov/\)](https://owa.elpasotexas.gov/)

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CONNECT WITH US

- [\\$name \(http://www.facebook.com/elpasotexasgov\)](http://www.facebook.com/elpasotexasgov)
- [\\$name \(http://twitter.com/#!/ElPasoTXGov\)](http://twitter.com/#!/ElPasoTXGov)
- [\\$name \(https://www.youtube.com/cityofelpasotx\)](https://www.youtube.com/cityofelpasotx)
- [Instagram \(https://www.instagram.com/iam_elpaso/\)](https://www.instagram.com/iam_elpaso/)

EL PASO CITY HALL

300 N. Campbell

El Paso, Texas 79901

(915) 212-0000 or 3-1-1

[Directions to City Hall](#)

[\(https://www.google.com/maps/place/300+N+Campbell+St,+El+Paso,+TX+79901/@31.762095,-106.484746,17z/data=!3m1!4b1!4m2!3m1!1s0x8](https://www.google.com/maps/place/300+N+Campbell+St,+El+Paso,+TX+79901/@31.762095,-106.484746,17z/data=!3m1!4b1!4m2!3m1!1s0x8)

OPERATIONAL HOURS

Mon-Fri | 8:00 a.m. to 5:00 p.m.

Home • [Municipal Courts](#)

MUNICIPAL COURTS

915-212-0215

- [HOME](#) [CITATION & WARRANT SEARCH](#) [PAY CITATION & WARRANT ONLINE](#) [DEFENDANTS RIGHTS](#) [JURY SERVICES](#) [PARKING CITATIONS](#)
- [JUDICIARY](#) [COMMUNITY SERVICE](#) [COURT STATS](#) [COURT DOCKET LIST](#) [COURT PROCESSES FAQ](#) [DEFENSIVE DRIVING FAQ](#)
- [FINES AND PAYMENTS](#) [FORMS](#) [RED LIGHT ENFORCEMENT](#) [DIRECTORY](#)




MUNICIPAL COURTS


On April 12th, 2018 between the hours of 6:00 p.m. and 7:00 p.m. El Paso Municipal Court will not be able to accept payments online or in person due to System Maintenance.

The mission of the Municipal Courts Department is to provide impartial and equitable access to justice in a courteous, professional, and efficient manner to the El Paso Community so they can resolve their cases.


915-212-0215



Citation &
Warrant Search



Pay Citation &
Warrant Online



Court Processes
FAQ

MUNICIPAL COURTS



DEFENDANTS RIGHTS

Rights of Defendants

If you received a citation from the El Paso Police Department you are entitled to certain rights.

- You have the right to see the complaint or citation that has been filed with the court.
- You have the right to a trial by jury, but you may waive the right to a trial by jury and be tried by the court.
- You have the right to represent yourself or be represented by an attorney.
- You have the right to remain silent however you may waive this right and discuss your case with a city prosecutor in an effort to dispose of your case without a trial.

General Information

This information provides basic information relative to law governing procedures concerning traffic cases.

The El Paso Municipal Court clerks are not allowed to give legal advice. You are urged to review the applicable laws and to consult an attorney of your choice for further information or answers to specific legal questions.

You have the right to a trial by a jury and to be represented by an attorney of your choice, or to represent yourself.

Traffic offenses, generally, are punishable by a fine of not more than **\$200.00** and all costs of court.

Disclaimer: The law is constantly changing and there may be times when the information on this web site will not be current. This information is provided for



HELPFUL LINKS

TOOLS FOR SELF REPRESENTED LITIGANTS

- El Paso Police Department
- El Paso County Case Records Search
- El Paso County Judge Directory Judicial/Courts Directory
- Office of Court Administration Texas Statutes
- TX Department of Public Safety
- TX DPS Surcharges
- TxDOT
- Red Light Tickets

COMMUNITY SERVICE

MISSION

The mission of the El Paso Municipal Court Community Service Program is to provide meaningful community service projects as alternative sentencing for Class C misdemeanor convictions, to serve as a deterrent to recidivism and to promote responsible civic behavior from participants in the program.

OUR GOALS

1. Refer Class C offenders to assignments at host agencies where their labor hours will benefit the community and help the offenders reconnect with the community.
2. Recruit and maintain a wide variety of governmental and non-profit host agencies geographically distributed across the city.
3. Assign offenders to host agencies close to their home or work so as to encourage successful completion of assignments.
4. Ensure community service work sites are safe for offenders and conducive for performing community service.
5. Provide comprehensive educational classes, workshops and life skills classes; including alcohol, tobacco awareness and drug prevention classes.
6. Ensure compliance with judicial orders for community service by monitoring cases.
7. Treat all offenders fairly and with dignity.

COMMUNITY SERVICE PROCEDURES

- Client must contact the community service office in order for the procedures of the program to be explained and to receive a referral to the agency where they will perform community service and a timesheet where clients will record community service hours served.
- At the time of conviction and sentencing, the client requests community service from the El Paso Municipal Court Judge.
- If the judge approves the community service assignment, the client obtains the order from the judge. Please note: Adult community service is contingent upon being found indigent by the judge.
- Client calls the community service office (915) 212-0229 to speak to the



Citation &
Warrant Search



Pay Citation &
Warrant Online



Court Processes
FAQ

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- TX DPS Surcharges
- TXDOT
- Red Light Tickets



TRANSLATE SITE

- The sentencing coordinator or representative will refer clients to a work site supervisor, who will set up a work schedule, discuss hours of operation, reporting location and dress code requirements.
- Students may not work after 7:00 pm during the week (Mon-Fri).
- Clients will report to assigned work site supervisor. Supervisor will verify client identification and community service referral form.
- Clients may work either full days or a minimum of four-hour shifts, depending on the availability of the client and/or requirements of the work site.
- Clients will report at the end of the day or shift to the Supervisor to verify and sign timesheet.
- Clients must submit their timesheet to the community service office on or before the due date.

EL PASO MUNICIPAL COURT COMMUNITY SERVICE DRESS CODE

The Community Service program enforces a strict dress code designed for the safety of the clients. Those who do not comply will be sent home when they report for service.

- The client must wear appropriate clothing and be well groomed when reporting to the work site.
- Comfortable shoes are required and must cover the entire foot. The following are not allowed: high heels, slippers, sandals or shoes of any kind without backs.
- Tank tops, muscle shirts, shirts with obscene or derogatory pictures or phrases are NOT allowed. Shirts/blouses must cover torso entirely. No exposed midriffs allowed.
- Shorts, cut-offs, sweat pants, low-cut jeans, halter-tops, crop tops, skirts or dresses are NOT allowed. Jean-type or khaki pants worn with a belt are preferred.
- No gang related items or gang colors allowed.
- Hats are recommended for protection from the sun. Caps are to be worn properly and may not have obscene or derogatory pictures or phrases.
- Sunglasses and sunscreen are recommended strongly.

ABOUT THE MUNICIPAL COURT COMMUNITY SERVICE PROGRAM

The City of El Paso, other governmental agencies and non-profit community agencies participate in the Municipal Court Community Service Program to provide meaningful work to individuals who have been assigned community service hours by a municipal court judge. In turn, the hours served provide a labor source to these agencies which benefits the community.

In addition, El Paso Municipal Court Judges and staff, MADD (Mothers Against Drunk Driving), and U.S. Customs and Border Patrol, provide presentations to juveniles on issues such as: "Underage Drinking", "Traffic Safety, Theft and Drug Trafficking. Presentations are held every two months. The Municipal Court also participates in Teen Court which provides education about the juvenile justice system, including community service and life skills classes.



COURT PROCESSES FAQ

- QUESTIONS ABOUT ARRAIGNMENT
- QUESTIONS ABOUT TRIAL HEARINGS
- QUESTIONS REGARDING A DRIVER'S SAFETY COURSE FOR THE DISMISSAL OF A CITATION
- QUESTIONS REGARDING THE TEXAS DEPARTMENT OF PUBLIC SAFETY POINT SYSTEM
- QUESTIONS ABOUT PAYMENT PLANS
- QUESTIONS ABOUT ARREST WARRANTS
- QUESTIONS ABOUT SURCHARGES
- QUESTIONS ABOUT OMNI (DRIVER'S LICENSE RENEWAL) HOLDS
- QUESTIONS ABOUT SCOFFLAW (VEHICLE REGISTRATION) HOLD
- QUESTIONS ABOUT PARKING CITATIONS
- QUESTIONS ABOUT COMMUNITY SERVICE
- QUESTIONS ON HOW TO SEARCH FOR CITATIONS & WARRANTS ONLINE
- QUESTIONS ON HOW TO USE THE COURT DOCKET

ANNOUNCEMENT

AVISO

Please be aware that effective immediately, your deposits by check will be converted to an Electronic Fund Transfer by the El Paso Municipal Court. This includes checks paid in person, left in the Night Deposit Boxes, or sent via mail.

A partir de ahora, todos los pagos hechos con cheque, serán convertidos al formato de Transferencia Electrónica por parte de la Corte Municipal de El Paso. Esto incluye a todos los cheques, ya sea que hayan sido pagados en persona, depositados en el buzón nocturno, o enviados por correo.



PAYMENT METHODS

Many adults choose to pay the fine prior to a court appearance. If you would like to do so, please follow the steps below.

The forfeiture of the cash bond that will be posted in your case satisfies the fine and costs. You do not need to do anything more. You have the right to a new trial in this case. You must make your motion for a new trial not later than the 20th day after you post your full payment. If you make the motion for a new trial, the Court shall grant your motion and will schedule you for a trial.

MAKE YOUR PAYMENT:

Adults may deliver payment to the Court in one of two ways.

Bring your payment, with identification, in person to any Court location. The person who received the citation must be present with identification. You may NOT pay a citation for another person.

Mail your payment to the Court at:

Municipal Court
810 E Overland
El Paso, Tx, 79901

PAYMENT METHODS:

El Paso Municipal Court accepts:

- Cash
- Personal checks
- Money orders
- Cashier checks
- Debit cards
- Credit cards

PAY BY PHONE:



Citation &
Warrant Search



Pay Citation &
Warrant Online



Court Processes
FAQ

HELPFUL LINKS

TOOLS FOR SELF REPRESENTED LITIGANTS

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- El Paso County Case Records Search
- El Paso County Judge Directory
- Judicial/Courts Directory
- Office of Court Administration
- Texas Statutes
- TX Department of Public Safety
- TX DPS Surcharges
- TxDOT
- Red Light Tickets



TRANSLATE SITE



El Paso Municipal Court is now accepting payments by phone.

(Not accepting defensive driving fees nor partial payments on active warrants by phone)

PAYMENT BY CHECK, MONEY ORDER, OR CASHIER'S CHECK:

Make your check, money order, or cashier's check payable to City of El Paso in the full amount due. Write your ticket number on the payment along with your driver's license number and date of birth.

RETURNED CHECK FEE: A \$ 30.00 fee will be charged on all returned checks

ADDRESS CHANGE:

Please identify any address change. All Court correspondence will be set to the address you provided to the officer, unless an address change has been filed with the Court.

PAYMENT BY MAJOR CREDIT CARD:

We accept Visa, MasterCard and Discover cards. To pay by credit card, bring your credit card with identification to any Court location or pay online.

PAY ONLINE

Pay Citation & Warrant Online

PAYMENT PLAN REQUESTS - 212-0232

Paymentplans@elpasotexas.gov

Requesting a Payment Plan:

if you would like to request a 180 day payment plan, you must fill out a state-mandated application. You may request one in person at 810 E. Overland, El Paso, TX 79901 or any of our bond office locations, by email, **or fill out the application AND Plea below and submit** to the same address-information on the application. It will be reviewed and verified- the request must be received before your court appearance or arraignment date. ONLY the person who received the citation or an attorney licensed to practice in Texas may request the extension.

if you are unable to pay, you may contact us at 915-212-0232 during the hours of 8:00 a.m.-5:00 p.m. (MST) to set up a hearing with a judge. Your options include community service, in lieu of the fine on you case.

Please indicate that you wish to plead guilty or no contest. File a change of address form with the court if your address has changed since the receipt of the citation.

Additional \$25.00 Payment Fee:

State law requires the Court to add a fee of \$25.00 per violation when a person requests to pay a fine or state fees over a period of time rather than immediately. The \$25.00 fee will be added on the 31st day from the date of conviction. If you pay your fine within the first 30 days, the time payment fee will not apply. However, on the 31st day, the \$25.00 fee will be applied to each violation if any amount of your fine remains unpaid.

The State of Texas operates on a point system which may add surcharges to the cost of your driver's license: To see how this could affect you please check the TXDPS web-site.

- Application for Payment Extension
- Plea

DPS - Driver's Licenses

If convicted on a charge of "No Driver's license" or "Failure to Maintain Financial Responsibility" (no insurance), the Texas Department of Public Safety will add a surcharge to obtain a driver's license. For a list of surcharges, please check the TXDPS web-site:
[Click Here](#)

If convicted of a second charge of FTMFR (no insurance), DPS will suspend your driver's license. For more information on suspensions/revocations, please check the TX DPS web-site:
[Click Here](#)

INSTRUCTIONS FOR JUVENILES - 212-0229

SPECIAL INSTRUCTIONS FOR JUVENILES:

If you are under 17 years of age State law requires that you appear, with a parent or legal guardian, before a judge at your arraignment or at trial prior to paying your fine. Do not mail the fine payment due, until after you appear before a judge. Payments sent for juvenile defendants prior to the juvenile's appearance in Court will not be accepted.

Art. 45.057, CCP (h): A child and parent required to appear before the court have an obligation to provide the court in writing with the current address and residence of the child. A violation of this subsection may result in arrest and is a class C misdemeanor.

[Click here to learn more about Juvenile Procedures](#)

LATE PAYMENTS

Partial and Late Payments

If you have not plead on all charges shown on the ticket by the appearance date, you may expect an arrest warrant to be issued and a **\$50.00 warrant fee** to be added to your fine upon activation of warrant. If your vehicle has been booted, a \$50.00 boot fee will be added to the total amount owed on your delinquent parking citations.

Persons or vehicles in custody

If you are in the custody of law enforcement officers or your vehicle has been booted or stored by law enforcement officers, checks will NOT be accepted for the payment of your

EXHIBIT B

Forms and procedures associated with payment plans

- **Pursuant to Judge Robledo's Standing Order dated January 6, 2017:**
 - **payment plans require \$0 down;**
 - **payment plans are split up over a 180 day period;**
- **Extension hearings can be requested at any time if defendant needs more time to pay off the balance owed; The public is informed of this via the City of El Paso Municipal Court website and communications with Municipal Court staff; and**
- **Pursuant to SB 1913:**
 - **pre-warrant and pre-capias hearings are held;**
- **warrants/capias are recalled upon a showing of good faith to resolve defendant's case; The public is informed of this via the City of El Paso Municipal Court website and communications with Municipal Court staff; and**
- **the Judge determines whether a bond will be required on appearance to reset a hearing.**

EXHIBIT C

Notices to defendants of hearings and court schedules

- Balance Reminder
- Global Connect – Autocall Message
- Courtesy Reminder
- Failure to Comply Letter
- Pre-Capias Show Cause Notice
- Pre-Warrant Notice

PRESIDING JUDGE
DANIEL ROBLEDO



JUDGES
MICHELLE MORALES, COURT NO. 1
MAX MUNOZ, COURT NO. 2
DAVID A BONILLA, COURT NO. 3
VICTOR SALAS, COURT NO. 4
DANIEL ROBLEDO, COURT NO. 5
ASSOCIATE JUDGES
CARL HORKOWITZ, COURT NO. 5-A
ALFONSO DOMINGUEZ, COURT NO. 5-B

MUNICIPAL CLERK
LILIA WORRELL

MUNICIPAL COURT



February 22, 2018

Case number: [Redacted]
Citation number: [Redacted]
Offense: Speeding - State Roadway

Dear Sir/Madam,

Municipal Court records indicate that the balance of \$187.10 on this citation is due on 03/11/2018.

Please remit the balance due prior to the expiration date to avoid further action. Failure to pay will result in the issuance of a WARRANT for your arrest by a municipal court judge. The account will also be placed with a collection agency, at which time the balance will be increased by 30 %. You may also be denied the registration of your motor vehicle by the County Tax office.

Send a check or money order (no cash) with this letter to:

Municipal Court
810 E. Overland
EL Paso, TX 79901

May also pay on-line at www.elpasotexas.gov or pay by phone at 915-212-0232. Or in person at any of our bond office locations:

- 10780-A Pebble Hills M – F 8:00 am – 5:30 pm
- 4801 Osborne M – F 8:00 am – 5:30 pm
- 9600 Dyer M – F 8:00 am – 5:30 pm
- 9011 Escobar M – F 8:00 am – 5:30 pm
- 810 E. Overland M – F 7:00 am – 7:00 pm

If you are Indigent or unable to pay, you may contact 915-212-0232 to set up a hearing with a judge to avoid incarceration. Your options may include community service, in lieu of the fine on your case.

Si es indigente o no puede pagar, se puede comunicar con nosotros al 915-212-0232 para programar una audiencia con el juez para evitar encarcelamiento. Sus opciones incluyen servicio a la comunidad, en lugar de la multa de su caso pendiente

El Acta del Juzgado Municipal indican que el saldo de \$187.10 de este citatorio/esta infracción se vence el 03/11/2018. Por favor envíe el saldo que se debe antes de la fecha de vencimiento para evitar una acción adicional. La falta de pago tendrá como resultado la emisión de una ORDEN de arresto en su contra por un juez del juzgado municipal. La cuenta también será enviada a una agencia de cobranzas, la cual será incrementada en un 30% en ese momento. También se le podrá negar el registro de su vehículo de motor en la oficina de Impuestos del Condado.

Patent Number US 7,975,904 B2

55937

A

Global Connect – Auto Call Message for El Paso Municipal Court

“Hello, this call is from El Paso Municipal Court. Press 1 for Spanish; otherwise stay on the line. Our records indicate you have an amount due with the court on your case. If you are indigent or unable to pay, you may contact us at 915-212-0232 during the hours of 8am-5pm (MST) to set up a hearing with a judge. Your options include community service, in lieu of the fine on your case.”

“Hola. Esta llamada es del Juzgado Municipal de El Paso. Nuestros registros indican que usted tiene un adeudo pendiente en el juzgado del caso que tiene pendiente. Si es indigente o no puede pagar, se puede comunicar con nosotros al 915-212-0232 de las 8am a las 5pm (hora del la montaña) para programar una audiencia con el juez. Sus opciones incluyen servicio a la comunidad, en lugar de la multa de su caso pendiente.”



**THE CITY OF EL PASO
MUNICIPAL COURT**
810 E. OVERLAND
EL PASO, TX 79901-2560

**CITY OF EL PASO
MUNICIPAL COURT**

Central: 810 Overland St.
Northeast: 9600 Dyer
Westside: 4801 Osborne
Eastside: 10780-A Pebble Hills
Mission Valley: 9011 Escobar

www.elpasotexas.gov/municipal-courts

(915) 212-0232

COURTESY REMINDER / RECORDATORIO DE CORTESIA

Records indicate amount is due on your case (s). If Indigent or unable to pay, you may contact us to set up a hearing with a judge. Your options include community service, in lieu of fine. Please disregard if payment has been made.

Nuestros registros indican que tiene un adeudo pendiente. Si es indigente o no puede pagar, se puede comunicar con nosotros para programar una audiencia con el juez. Sus opciones incluyen servicio a la comunidad, en lugar de la multa de su caso pendiente. Por favor ignore esta notificación si se ha hecho el pago.

El Paso Municipal Court, Collection Division
Municipal Clerk- Richarda D. Momsen

PRESIDING JUDGE
DANIEL ROBLEDO

MUNICIPAL CLERK
LILIA WORRELL



JUDGES
MICHELLE MORALES, COURT NO. 1
MAX MUNOZ, COURT NO. 2
DAVID A BONILLA, COURT NO. 3
VICTOR SALAS, COURT NO. 4
DANIEL ROBLEDO, COURT NO. 5

ASSOCIATE JUDGES
CARL HORKOWITZ, COURT NO. 5-A
ALFONSO DOMINGUEZ, COURT NO. 5-B

February 21, 2018



Notice of Failure to Comply with Judicial Order/Aviso de incumplimiento con una Orden Judicial-

You were found guilty/culpable on 2/6/2018 at your last hearing held in Court No 3 / Arraignment court.

<u>Citation #</u>	<u>Date Issued</u>	<u>Violation</u>	<u>Amount Due</u>
[REDACTED]	8/19/2016	DL/NO OR EXP OPER LIC	\$269.23
[REDACTED]	8/19/2016	Speeding - city roadway	\$353.73

Court records indicate that you have not complied with the Judge's order on this case by paying the imposed fine. Your failure to comply before 30 days from conviction date (Found Guilty date) will result in the addition of a \$25.00 state-mandated fee, and in the activation of a capias pro fine (warrant) for your arrest. If the capias pro fine (warrant) is not paid within 60 days of activation, the case also will be sent to the court's collection agency where an additional 30% of the amount due will be added. Non-compliance will also result in the denial of your vehicle registration and could result in the suspension of your driver's license.

Juveniles: If you are 16 yrs. and under, a warrant will NOT be activated, but your driver's license will be suspended. Once you are 17+ yrs. old, you will be set for a court hearing for failure to comply. If you fail to appear at the hearing, warrant for your arrest will be activated at that time.

Los records del Tribunal indican que no ha cumplido con la Orden Judicial de este caso al no pagar la multa que se le impuso. El incumplimiento antes de los 30 días de la fecha de la sentencia (Fecha en que se le encontró culpable) resultara en una cuota impuesta por el estado de \$25.00 y la activación de una cuota por orden de su arresto (capias pro fine). Si la cuota por orden de su arresto (capias pro fine) no es pagada dentro de los 60 días de su activación, el caso también será enviado a la agencia de cobranzas del tribunal en donde se le añadirá un 30% del monto a pagar. El incumplimiento también tendrá como resultado el que se le niegue el registro de su vehículo y pudiera tener como resultado la suspensión de su licencia de conducir. Juveniles: Si su edad es de 16 años o menores, la orden NO será activada, sin embargo, su licencia de conducir será suspendida. Una vez que cumpla 17 años o más, se le programará para una audiencia en el tribunal por incumplimiento. Si no comparece a la audiencia, una orden de arresto en su contra será activada en ese momento

Please contact the Court's Collection Division at 915-212-0232 for payment or non-monetary options if you are unable to pay. Por favor comuníquese a la División de Cobranzas del Tribunal al 915-212-0232 para pagos o para opciones de pago no monetarias si no es capaz de pagar.

Central - 810 E Overland M - F 7:00 am - 7:00 pm
 Northeast - 9600 Dyer M - F 7:00 am - 5:30 pm
 Westside - 4801 Osborne M - F 8:00 am - 5:30 pm
 Pebble Hills - 10780-A Pebble Hills M - F 8:00 am - 5:30 pm
 Mission Valley - 9011 Escobar M - F 8:00 am - 5:30 pm

Phone: 915-212-0215 (8am - 5pm)
 Mail: Municipal Court 810 E Overland El Paso, TX 79901
 On-line: <http://www.elpasotexas.gov/municipal-courts>

Melissa Tovar

Melissa Tovar
 Customer Relations and Billing Supervisor

PRESIDING JUDGE
DANIEL ROBLEDO



JUDGES
MICHELLE MORALES, COURT NO 1
MAX MUNOZ, COURT NO 2
DAVID A. BONILLA, COURT NO 3
VICTOR SALAS, COURT NO 4
DANIEL ROBLEDO, COURT NO 5
ASSOCIATE JUDGES
CARL HORKOWITZ, COURT NO 5-A
ALFONSO DOMINGUES, COURT NO 5-B

MUNICIPAL COURT CLERK
LILLA WORRELL

EL PASO MUNICIPAL COURTS

FEBRUARY 20, 2018



PRE-CAPIAS
NOTICE OF SHOW CAUSE SETTING
STATE OF TEXAS VS. [REDACTED]

You are hereby notified that a Show Cause Hearing on the listed case has been set for trial in the Municipal Court on 03/08/2018 at 7:00 AM at 810 E. Overland, El Paso, Texas.

<u>Citation No.</u>	<u>Date Issued</u>	<u>Violation</u>	<u>BalanceDue</u>
[REDACTED]	12/14/2017	DL/NO OR EXP OPER LIC	152.10

If the balance is not paid in full by 01/11/2018, a \$25.00 state fee will be added.

You were assessed a fine plus court costs/administrative fees. Municipal Court records indicate you have failed to comply with one or more of the requirements of the judicial order. You are hereby required at the date, time and court listed above to show cause why you have not complied with the judicial order. Failure to appear on the date and time of the hearing listed above may result in the issuance of a capias pro fine and commitment to jail to discharge the judgement under Article 45.046 of the Code of Criminal Procedure. Additional fees by law may result.

If you are unable to pay in full or in part, you must appear at this hearing. A judge may approve an alternative payment plan (after reviewing ability to pay), grant discharge through community service, or approve other non-monetary options which you may qualify for.

In lieu of appearing at the above date and time you may pay the balance of your assessed fine/court costs or request a payment plan on or before the date of the trial at any Municipal Court bond office: 810 E. Overland St., 9600 Dyer, 4801 Osborne, 9011 Escobar (corner of Zaragoza & Escobar), or 10780 A Pebble Hills Ave. Please call (915) 212-0215 if you have any questions about your case.

Se le ha asignado una multa más costos de tribunal/cuotas administrativas. Los records del Tribunal Municipal indican que no ha cumplido con uno o más requerimientos de la orden judicial. Por medio de la presente se le requiere que en la fecha, hora y tribunal que se listan arriba se presente para mostrar justificación del porque no ha cumplido con la orden judicial. El no comparecer en la fecha y hora de la audiencia que se lista arriba pudiera tener como resultado que se gire una orden de detención para recuperar multas y encarcelamiento para cancelar la sentencia bajo el artículo 45.046 del Código de Procedimientos Penales. Pudieran resultar cuotas adicionales conforme a la ley.

Si no puede pagar la totalidad o parte, usted debe comparecer a la audiencia. Un juez pudiera aprobar un plan alterno de pago (después de revisar su habilidad para pagar), y otorgar la cancelación mediante servicio comunitario, o aprobar otras opciones no monetarias para las cuales usted pudiera cumplir con los requisitos.

- Free parking is not available at the downtown location. Please plan on a 1 ½ hour court session.
- Proper decorum must be maintained in the court at all times. The following are not allowed: food, drink, chewing gum, shorts, tank tops or halter-tops.
- Cellular phones, beepers and any other electronic device must be turned off once you have entered the court room. Failure to do so may result in a contempt finding and the assessment of a fine.
- The El Paso Municipal Court has a "safe haven" policy; generally, a Defendant will not be arrested if they are coming in to court to discuss their case.

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2/22/18

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