

Defensive Driving Checklist

PLEASE READ CAREFULLY

- _____ 1. Certified Copy of Driving Record (TYPE 3A/Acceptable for DDC Course)
(Excludes Non-Texas DL Holders serving on Active Duty in the Military Forces, Spouse or Children)
 - To obtain on line visit www.texasonline.state.tx.us. – Fee \$12.00
 - To obtain by mail, complete and mail the attached form to the Department of Public Safety – Fee \$10.00
 - Driving records are no longer available in person at the DPS office. It may take 4-6 weeks for the Texas Department of Public Safety to process your request by mail.
 - Upon receipt from DPS, submit **ALL** pages of the original certified Driving Record to the Court. (Including “End of Record” page)
 - In the event a Certified Abstract is required, visit www.texasonline.state.tx.us for more information.

- _____ 2. Texas Education Agency approved 6 hour Driver’s Safety Course.
 - A violation involving a motorcycle requires a Motorcycle Operator Training Course.
 - Certificate should reflect **Burnet County JP #1** as the name of the Court.
 - Certificates are not issued the same day of completion; therefore, it is suggested that you take the course within 30 days after approval from the Court.
 - Upon receipt **SIGN** the original court copy of the Driver’s Safety Certificate.
 - Certificate must reflect course taken is for a ticket dismissal.

- _____ 3. Submit to the Court within 90 days of Judgment the following documents:
 - The **Original Signed Court Copy** of the Driver’s Safety Certificate.
 - The original Certified Driving Record, include **ALL** pages.
(Including “End of Record” page)(Excludes Non-Texas DL Holders serving on Active Duty in the Military Forces, Spouse or Children)

Failure to comply with the requirements of Defensive Driving will result in further Court proceedings.