

# PAYMENT PLAN APPLICATION

Justice Court, Precinct 1  
Clay County, Texas  
P.O. Box 71  
Henrietta, Texas 76365

Citation Number: \_\_\_\_\_ Citation Date: \_\_\_\_\_

Violation: \_\_\_\_\_

Upon approval, the Defendant shall make an initial payment of at least \$15.00 to have an extension of time to pay or a payment plan established. Payments can be made via Cashier's Check or Money Order only.

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- A defendant who is already set up on a payment plan or has been given an extension of time to pay and is unable to make the required payment may have a modification to the payment plan or granted additional time to make a payment not to exceed ten (10) days (note: a modification to the payment plan does not change the original pay schedule)
  - An extension to make a payment shall not be granted over the phone
  - A \$15.00 Time Payment Fee will be assessed in accordance with Section 133.103 Texas Local Government Code.
  - All information provided within this application must be completed by the defendant and must be current, accurate and true. Please be sure to fill out all the required fields.
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## Defendant Personal Information:

Name: \_\_\_\_\_ Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Driver's License \_\_\_\_\_ State: \_\_\_\_\_

Email: \_\_\_\_\_

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**PLEA ENTERED:**

- Entering a plea of guilty or no contest may result in a conviction appearing on your criminal record or driving record. You should contact an attorney if you have questions or concerns regarding this issue.
- The Transportation Code provides that the Texas Department of Public Safety may suspend Defendant's driver's license following a conviction for certain offenses. *You should contact an attorney if you have questions or concerns regarding this issue.*

A plea must be entered below before an extension of time to pay or a pay plan can be granted by the Court.

**I, Defendant, in this case, waive my right to a jury trial and the other rights described above, and I hereby enter the following plea to the charged offense:**

**Please choose one and only one of the following**

- Guilty  
 Nolo Contendere ("No Contest")

**And request to set up a payment plan with the Court. I understand that entering the plea indicated above may result in all or any of the following: a criminal conviction; and the assessment of a fine and court costs. I further understand that I will be obligated by law to satisfy the Court's judgment in this cause.**

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**I hereby certify that all of the above information is true and correct to the best of my knowledge. I also understand that information on this application may be verified by the Clay County Justice Court. I also certify that I will keep the Court informed of all changes in address, phone number and email.**

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**Defendant's Signature**

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**Date**