

MARION COUNTY TRAFFIC DIVISION  
Post Office Box 907  
Ocala, FL 34478-0907  
Telephone (352) 671-5599 / FAX (352) 671-5598  
[www.marioncountyclerk.org](http://www.marioncountyclerk.org)

Citation number(s) \_\_\_\_\_  
Case Number (s) \_\_\_\_\_

### **OPTIONS FORM**

Florida law allows you 30 calendar days from the date of issuance of citation to either pay in full or select one of the following options:

*Please initial one.*

\_\_\_\_\_ **REQUEST TO ATTEND DRIVER IMPROVEMENT COURSE:** Payment in full is due at the time of the election and you will be given 60 days, that is, until on or before to file your school completion certificate with this office. You will be pleading Nolo Contendere to the infraction and adjudication will be withheld at the time you file the school completion certificate with our office. You must contact an approved traffic school of your choice in the State of Florida by visiting <http://www.flhsmv.gov/ddl/drivingcourses.html> or by referring to the telephone directory yellow pages under "Driver Instruction."

#### **TO BE ELIGIBLE FOR A WITHHOLD OF ADJUDICATION AFTER ATTENDING A DRIVER IMPROVEMENT COURSE:**

1. You must pay the civil penalty within 30 days of the receipt of your citation.
2. You must submit a Certificate of Completion to this office within 60 days from the date of the election.
3. It has been one year (365 days) since you last signed a Defensive Driving School Election Affidavit.
4. You have not elected this option more than five (5) times in your lifetime.

#### **NOTE:**

1. Out of County citations: You must contact the Clerk of the Court in the County in which the citation was issued.
2. You may NOT elect to attend the driver improvement course if you hold a commercial motor vehicle license (CDL).
3. Failure to file your school completion form will result in additional statutory fees and suspension of your driver license. You also will be adjudicated guilty of the offense, points will be assessed against your driver license, and the outstanding balance will be sent to a Collection Agency, with additional fees being assessed.

\_\_\_\_\_ **REQUEST A COURT APPEARANCE:** By selecting this option you will be issued a court date by mail. If you go to court, you will waive your right to elect a basic driver improvement course and your right to the civil penalty provisions of section 318.18 of the Florida Statutes; and the Court may: impose a fine up to \$500.00; require completion of a driver improvement course; or both.

\_\_\_\_\_  
Defendant

Citation #(s): \_\_\_\_\_  
Case #(s): \_\_\_\_\_

\_\_\_\_\_ **REQUEST FOR PAYMENT PLAN AGREEMENT:** A \$25.00 non-refundable service fee is due at the time of this request and will not be applied to the assessed civil penalty. You are waiving your right to ask for a hearing. You are waiving your right to attend a basic driver improvement course. You will be entering a plea of guilty and will be adjudicated guilty, with points being assessed against your license at the time the civil penalty is paid in full. Failure to make any and/or all payments required by your payment agreement will result in the suspension of your driver license and the financial obligations being turned over to a collection agency, with additional fees being assessed. You are only allowed one payment agreement per citation.

**AFFIDAVIT**

I hereby swear or affirm that, if applicable, I am eligible for the option of attending defensive driving school and I understand the requirements as stated above.

\_\_\_\_\_  
Defendant's Printed Name

\_\_\_\_\_  
Defendant's Signature

\_\_\_\_\_  
Deputy Clerk  
DAVID R. ELLSPERMANN  
CLERK OF THE COURT &  
COMPTROLLER

\_\_\_\_\_  
Defendant's Mailing Address

\_\_\_\_\_  
City, State, Zip Code

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Date Signed