

What to do if you receive a Notice of Violation

You have three choices when you receive a Notice of Violation.

1. Pay the \$75 penalty.

- **Pay Online.** Logon to **www.violationinfo.com** by entering your Notice # and Pin # shown in the red box on the front right of your notice.
- **Pay by Mail.** Mail your check or money order (payable to the Houston Police Department) in the enclosed envelope with the coupon printed at the bottom of the reverse side of this notice.
- **Pay by Credit Card.** Call toll free 1-866-225-8945 between the hours of 8:00 a.m. to 5:00 p.m. Central Time (Monday-Friday). There is a convenience fee that will be assessed at the time of payment.
- **Pay in Person.** You may pay in person by appearing at the Houston



Visit www.ViolationInfo.com to view your images and video of your violation and pay your Notice of Violation. You will be asked to enter your Notice # and PIN# which are found on the front of your Notice of Violation, in the upper right corner, inside the red box.

Municipal Court building located at:

Houston Municipal Court
1400 Lubbock
Houston, TX 77002-1553

Monday through Saturday between the hours of 8:00 a.m. and 10:00 p.m.

OR

Walk-in Payment Center
1300 Main Street, Suite 300
Houston, TX 77002

Monday through Friday between the hours of 8:00 a.m. and 5:00 p.m.

A \$25.00 late fee will be assessed if the penalty is not paid by due date on the Notice of Violation.

2. Contest the violation.

- You or your legal counsel must appear in court on or before the due date listed on the top and bottom right of your notice in order to request a review of your Notice of Violation before an adjudicative hearing officer. You may have an immediate hearing or you may have your legal counsel post the penalty amount and set up a future hearing date to be held within 30 days of scheduling.



3. Submit an Affidavit stating you were not driving the car.

- If your vehicle was stolen or sold at the time of violation, you may submit a sworn statement to that effect to the Court to rebut the presumption, that you were driving the vehicle at the time of the violation. A DECLARATION of NONLIABILITY form may be downloaded from www.ViolationInfo.com or obtained from the Court. The form must be filled out, accurately and in its entirety. The form must be received at the Court prior to the Notice due date before any additional actions can be taken.
- If you are a rental car company or you leased your vehicle, send your letter identifying the driver along with a copy of this Notice within 30 days after the date of the Notice of Violation is received to Violation Processing Center 209 W. Main Street, Mesa, AZ 85201.
- If you are in the business of selling motor vehicles and this vehicle was being test driven by another person, you may submit a sworn statement to that effect to the court to rebut the presumption that you were driving the vehicle at the time of the violation.