

**INSTALLMENT AGREEMENT ORDER**

**CAUSE NUMBER:** \_\_\_\_\_

**STATE OF TEXAS** § **IN THE MUNICIPAL COURT**  
**VS.** § **CITY OF** \_\_\_\_\_  
 \_\_\_\_\_ § \_\_\_\_\_ **COUNTY, TEXAS**

**ORDER**

**ON THIS THE** \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, \_\_\_\_\_, the Defendant, having been found guilty by the Court and assessed a fine of \$\_\_\_\_\_ and court costs has agreed to pay the fine and costs at designated intervals. The total amount owed at this time is \$\_\_\_\_\_. However, if any portion of the fine and costs is paid on or after the date of \_\_\_\_\_, which is 31 days after the date of judgment, the Defendant shall pay an additional \$25 as required pursuant to Section 133.103, Local Government Code.

**IT IS THEREFORE ORDERED** that the Defendant make payments as scheduled by this Order. Each payment will be due and payable as scheduled until the full amount is paid to the court. If further extensions are required, the Defendant is ordered to appear in person at the Municipal Court on or before the due date of the payment to show cause why a further extension should be granted.

If the Defendant fails to comply, a *capias pro fine* may be issued for the Defendant's arrest. The *capias pro fine* will be issued for the remaining amount of the fine and costs plus a \$50 warrant fee.

**SCHEDULED PAYMENTS**

**IT IS HEREBY ORDERED** that the Defendant, \_\_\_\_\_, pay the fine and court costs between the hours of \_\_\_\_\_m. and \_\_\_\_\_m. on the following dates and in the following amounts until the total fine and costs are paid:

<b>Due Dates of Payments</b>	<b>Amounts Due</b>

If Defendant is unable to make a payment, Defendant should contact the Court as to why the installment payment is not able to be paid. Defendant is **ORDERED** to notify the Court of any change of address.

**SIGNED AND RENDERED** on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

*(municipal court seal)*

\_\_\_\_\_  
 Judge, Municipal Court  
 City of \_\_\_\_\_

The Defendant acknowledges the receipt of a copy of this Order and that Defendant understands the provisions of this Order and has the ability to fully comply with this Order. Further, the Defendant understands his/her responsibility to inform the Court of changes in his/her financial situation that may hinder his/her ability to satisfy either the judgment or any other order of the Court. The Defendant understands that his/her responsibility terminates only upon satisfaction of the judgment. The Defendant understands his/her responsibility to notify the Court of any change of address.

Date: \_\_\_\_\_

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