



**City of Copperas Cove**  
**COPPERAS COVE MUNICIPAL COURT**  
**602 SOUTH MAIN ST**  
**COPPERAS COVE, TEXAS 76522**  
**Phone 254 547-5030 Fax 254 547-0802**

**IF YOU WISH TO REQUEST THE DRIVING SAFETY COURSE YOU CAN  
DOWNLOAD AND PRINT THE REQUIRED DOCUMENTS AND MAIL THEM TO  
THE COURT.**

- You must provide the court with:
  - a copy of your valid Texas driver's license or permit;
- You must complete a personal data sheet (download document)
- You must complete a plea form (download document)
- You must complete the Affidavit and sign before a Notary Public; (download document)
- You must include the court cost and administrative fee in the amount of \$144.00 or \$169.00 if your violation occurred in a school zone (money order);
- The court will send you further instructions upon receiving all of the above documents;
- Complete the request for information from Texas Driver's License Records form and mail it along with \$10.00 to: **Driver Records Bureau**  
**Texas Department of Public Safety**  
**Box 15999**  
**Austin, Texas 78761-5999**
- Or log onto [www.texas.gov](http://www.texas.gov) to order your Texas Driver's License Record online, with a fee of \$12.00 (\$10.00 + \$2.00 processing fee).