

## METHODS OF PAYMENT

Instructions to pay online or over the phone

You will need your citation number which is located at the top right hand corner of the citation if it is a hand written citation and if it is a Department Of Public Safety Citation that is printed it is located above the barcode at the top of citation and will start with the letters **TX**. You will be charged a \$5.95 processing fee for every \$500.00 that is charged.

**\*\*IF YOU ARE PAYING A CITATION FOR NO DRIVER LICENSE YOU WILL STILL HAVE TO PROVIDE A 8 DIGIT NUMBER WHEN PAYING BY PHONE OR ONLINE, SO USE 8 ZEROS.\*\***  
**Example: 00000000**

To pay on the Internet go to:

[www.officialpayments.com](http://www.officialpayments.com)

Go to Local Payments

Jurisdiction Code **6565**

Payment Type: **DPS Citation, License & Weight, Parks & Wildlife, Sheriff or Constable**

You will then be directed to a page to select your method of payment. You will then put in your credit card information, once you are through you will be able to print out a receipt. The \$5.95 fee is to have it overnighted to the office. We will receive your payment the following business day.

To pay online with your **PHONE** go to:

[www.officialpayments.com](http://www.officialpayments.com)

Select make a payment and then local payments

Select Texas as the State and Nacogdoches County Precinct 4 as the Payment Entity

Payment type: **DPS Citation, License & Weight, Parks & Wildlife, Sheriff or Constable**

You will then be directed to a page to select your method of payment. You will then put in your credit card information, once you are through you will be able to print out a receipt. The \$5.95 fee is a processing fee charged by the 3<sup>rd</sup> party. We will receive your payment the following business day.

To pay by phone:

Call **1-800-487-4567** select 1 for English or 2 for Spanish. You will then select option 4 for local payments. You will have to listen to a brief message before an agent will assist you. Have your citation number ready and payment type.

You can also **mail in a check or money order** to the office. We do not accept temporary checks. You will make your payment out to Nacogdoches County.

Mail to:

Honorable David Perkins

4679 FM 226

Nacogdoches, TX 75961

**THE COURT DOES NOT ACCEPT PARTIAL PAYMENTS UNLESS YOU ARE SET UP ON A PAYMENT PLAN AGREEMENT. IF YOU CANNOT PAY IN FULL PLEASE CONTACT THE COURT AT (936)569-9365.**