WHY DID I GET A PHONE CALL FROM MUNICIPAL SERVICES BUREAU (MSB)?

A notification and telephone contact will be made to drivers who have not complied with the surcharge payment. MSB will be contacting drivers on behalf of the DPS.

WHAT IF I AMASSESSED A SURCHARGE BUT ALREADY HAVE A REINSTATEMENT FEE?

This program does not replace other administrative suspension, cancellation or revocation actions that result from the same convictions. Surcharges assessed are in addition to reinstatement fees.
The Driver Responsibility law is governed by Texas Transportation Code, Chapter 708, which established a system to assess surcharges based on certain traffic offenses that have occurred on or after September 1, 2003.

A surcharge is an administrative fee charged to a driver based on the convictions reported to the driving record. There are two criteria that determine if a surcharge will be assessed. Those two criteria are: Point System and Conviction Based surcharges.

**POINT SYSTEM**

Points are assessed to moving traffic violation convictions. Once the conviction has been added to the driver record, points will be assigned and will remain on the driver record for a period of three years. Points are assigned as follows:

- 2 points for a Texas or out-of-state moving violation conviction
- 3 points for a Texas or out-of-state moving violation conviction that resulted in a crash

A surcharge will be assessed when the driver accumulates a total of 6 points or more on their record. The driver is required to pay a $100 surcharge for the first six points and $25 for each additional point. The driver record will be reviewed annually and if it continues to reflect 6 or more points, the surcharge will be assessed. Drivers may be required to pay for one or more years. Point surcharges may vary with each annual assessment if convictions are added or removed from the driver record.

**CONVICTION BASED**

Drivers who receive a conviction for one of the offenses below will pay an annual surcharge for a period of three years from the date of conviction. No points are assessed for these offenses because the surcharge is automatic upon conviction.

Once the conviction has been reported to DPS, surcharges are assessed as follows:

<table>
<thead>
<tr>
<th>Type of Conviction</th>
<th>Surcharge Per year for 3 years</th>
</tr>
</thead>
<tbody>
<tr>
<td>Driving While Intoxicated (DWI)-1st offense</td>
<td>$1,000</td>
</tr>
<tr>
<td>DWI-2 or more</td>
<td>$1,500</td>
</tr>
<tr>
<td>DWI with blood alcohol concentration of 0.16 or greater</td>
<td>$2,000</td>
</tr>
<tr>
<td>No Insurance</td>
<td>$250</td>
</tr>
<tr>
<td>Driving While License Invalid</td>
<td>$250</td>
</tr>
<tr>
<td>No Driver License</td>
<td>$100</td>
</tr>
</tbody>
</table>

HOW WILL I KNOW IF I HAVE BEEN ASSESSED A SURCHARGE FOR AN OFFENSE?

The driver will be notified by mail to the address on record with DPS, so it is important to make sure you notify DPS when your address changes. The surcharge must be paid within 30 days to prevent suspension of driving privileges.

DO I HAVE TO PAY THE FULL AMOUNT OF THE FEE AT ONE TIME?

No, installment plans are available, however a fee of $2.50 will apply to each payment. Once an installment agreement has been made, failing to make monthly payments will result in suspension of driving privileges. You may reinstate a defaulted installment agreement one-time only by submitting the minimum monthly payment. Should a second default occur, driving privileges will be suspended until the balance is paid in full.

WHAT IF I DON’T PAY AND GET SUSPENDED?

Upon suspension for failure to comply with the surcharge requirements, driving privileges remain suspended until the driver establishes an installment agreement, or pays in full all surcharges and related costs, such as service/collection fees.

HOW DO I PAY MY SURCHARGE?

Municipal Services Bureau (MSB) is responsible for mailing notices and collection of fees. Payment methods available include cash, check, money order, credit/debit card, electronic check and wire transfer. For more information, contact MSB toll-free at: 1 (800) 688-6882.