

IN THE COUNTY COURT OF THE  
FOURTH JUDICIAL CIRCUIT, IN AND  
FOR DUVAL COUNTY

STATE OF FLORIDA,  
Plaintiff,

CASE NO.: \_\_\_\_\_

CITATION NO.: \_\_\_\_\_

vs.

DRIVER'S LICENSE NO.:  
\_\_\_\_\_

\_\_\_\_\_,  
Defendant.

\_\_\_\_\_ /

**AFFIDAVIT OF DEFENSE OR ADMISSION AND WAIVER OF  
APPEARANCE**

Before me personally appeared \_\_\_\_\_, who after first  
being placed under oath, swears or affirms as follows:

1. My name, address, and telephone number are:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Telephone No.: \_\_\_\_\_

Email address (if available): \_\_\_\_\_

2. I am the defendant in the above-referenced case and am charged with the  
following violation(s): (List the charges as you understand them to be.)

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[Note: This is not an admission that you violated any law.]

3. Check **only one** as your plea:

\_\_\_\_\_ **I hereby plead NOT GUILTY** and file this affidavit of defense as my sworn statement herein. I understand that when I plead not guilty, I do not have to supply any further statement. I understand that by my filing this affidavit, the hearing officer or judge will have to make a decision as to whether I committed the alleged violation by the sworn testimony of the witnesses, other evidence, and my statement. I understand that I am waiving my personal appearance at the final hearing of this matter.

\_\_\_\_\_ **I hereby plead GUILTY** and file this affidavit as an explanation of what happened and as a statement that the hearing officer or judge can consider before pronouncing a sentence. I understand that I am not required to make any statement. I understand that the hearing officer or judge will determine the appropriate sentence and decide whether to adjudicate me guilty.

\_\_\_\_\_ **I hereby plead NO CONTEST** and file this affidavit as an explanation of what happened and as a statement that the hearing officer or judge can consider before pronouncing a sentence. By pleading no contest, I understand that I am not admitting or denying that the infraction was committed but do not contest the charges, and I understand that I may be sentenced and found guilty even though I entered a plea of no contest. I understand that I am not required to make any statement. I understand that the hearing officer or judge will determine any appropriate sentence and decide whether to adjudicate me guilty.

4. Defendant's Statement: (additional papers, documents, photos, etc. can be attached but should be mentioned herein).

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I understand that any material misrepresentation could cause me to be prosecuted for a separate criminal law violation.

/s/ \_\_\_\_\_  
Affiant/Defendant

Sworn to (or affirmed) and subscribed before me, the undersigned authority, on \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Personally known \_\_\_\_\_  
Produced identification \_\_\_\_\_ Type of ID produced \_\_\_\_\_

\_\_\_\_\_  
Notary Public, Deputy Clerk, or other authority  
NAME: \_\_\_\_\_  
Commission No. \_\_\_\_\_  
My Commission Expires: \_\_\_\_\_

*NOTE: It is your responsibility to make sure this affidavit is in the court file before the hearing date.  
If Affiant/Defendant is under the age of 18, a parent or guardian must sign this affidavit:*

\_\_\_\_\_  
Parent or Guardian