

City of Waskom
MUNICIPAL COURT
P.O. BOX 730
WASKOM, TEXAS 75692
Phone: (903) 687-2694
Fax: (903) 687-3295

ACCEPTED METHODS OF PAYMENT BY THE COURT:

If YOU ARE MAILING YOUR PAYMENT:

CASHIER'S CHECK OR MONEY ORDER ONLY.

*****WE DO NOT** ACCEPT PERSONAL CHECKS OR BUSINESS CHECKS.***

TO PROCESS A PAYMENT USING A DEBIT/ CREDIT CARD:

SHOULD YOU PREFER TO PAY BY DEBIT / CREDIT CARD, WE HAVE A THIRD PARTY VENDOR THAT WILL PROCESS YOUR PAYMENT BY PHONE OR THROUGH OUR CITY WEBSITE.
LISTED BELOW ARE THE INSTRUCTIONS TO OUR THIRD PARTY VENDOR, **PAYSTAR**.

TO PAY BY PHONE CALL: 1-888-507-3442

THEIR OFFICE HOURS ARE MONDAY – FRIDAY FROM 9:00 a.m. – 5:00 p.m..

A REPRESENTATIVE WILL PROCESS YOUR PAYMENT FOR YOU.

YOU WILL HAVE TO PROVIDE THEM WITH YOUR CITATION NUMBER OR DOCKET NUMBER AND THE AMOUNT YOU ARE PAYING.

*****THEY HAVE NO ACCESS TO OUR COURT SYSTEM OR YOUR PERSONAL INFORMATION.*****

TO PAY ONLINE GO TO: WWW.CITYOFWASKOM.COM

CLICK ON THE LINK LABELED "COURTHOUSE"

SCROLL DOWN AND CLICK ON "PAY ONLINE"

YOU MAY EITHER ENTER YOUR CITATION NUMBER OR DOCKET NUMBER.

ENTER YOUR NAME AND SELECT "PAY NOW"

*****THE PAYSTAR WEBSITE HAS NO ACCESS TO YOUR PERSONAL INFORMATION.*****

YOU WILL BE REQUIRED TO COMPLETE THE INFORMATION ON THE NEXT SCREEN AND SUBMIT YOUR PAYMENT FOR APPROVAL.

*****THE COURT WILL PROCESS YOUR PAYMENT THE NEXT BUSINESS DAY AFTER IT IS SUBMITTED. PLEASE REMEMBER TO CHECK YOUR EMAIL THE FOLLOWING BUSINESS DAY, AFTER YOU MAKE YOUR PAYMENT, TO VERIFY THAT YOUR PAYMENT WAS ACCEPTED OR DECLINED.*****

PAYSTAR WILL CHARGE YOU A SERVICE / CONVENIENCE FEE FOR USING THEIR SYSTEM AS FOLLOWS:

\$1.00 --- \$100.00 = \$3.95
\$100.01 --- \$200.00 = \$5.95
\$200.00 or greater = 3% of total