



**City of Austin Municipal Court**  
**Municipal Court|AustinTexas.gov – The Official Website of the City of Austin**

**Address:** 6800 Burleson Road Building 310, Suite 175 Austin, TX 78744

**Mail:** P.O. Box 2135, Austin, TX 78768

**Phone:** (512) 974-4800; **Fax:** (512) 974-4882

**Email:** [court@austintexas.gov](mailto:court@austintexas.gov)



## Civil Parking Non-Liability Affidavit

Complete this affidavit fully. DO NOT omit date of sale/transfer/rental/etc.  
**Information must be consistent with what is listed in supporting documents.**

License Plate: \_\_\_\_\_

I, \_\_\_\_\_, was not the driver of the above vehicle on the date(s) when this vehicle was cited for the civil parking violation(s).

On \_\_\_\_\_, this vehicle was:  
(Date of sale/transfer/etc.)

(Please check one)

- Vehicle or license plates were confirmed by law enforcement as **STOLEN** prior to violation.  
Attach long-form police report.
- Vehicle was **SOLD** prior to violation.  
Provide new owner information in the responsible party section below. Attach supporting documents such as a Texas DMV transfer notice, bill of sale, or statement from the Tax Assessor’s Office verifying the transfer or sale. **Provide the new owner information in the responsible party section below.**
- Vehicle was a **RENTAL**.  
Provide the renter’s information in the responsible party section below. Attach rental agreement.

⇒ **Responsible Party’s Full Name:** \_\_\_\_\_

⇒ **Complete Address:** \_\_\_\_\_

**I understand that providing false information is a violation of the law and could lead to criminal prosecution and additional charges against me. I understand that it is my responsibility to notify the Texas Department of Motor Vehicles if I am no longer the owner of the vehicle. By my signature below, I affirm the information provided in this affidavit is true and correct.**

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

Signature \_\_\_\_\_

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

Email Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_

SWORN AND SUBSCRIBED before me on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Deputy Court Clerk  
Austin Municipal Court, Austin, Texas

OR

\_\_\_\_\_  
Notary in and for the State of Texas  
My Commission Expires \_\_\_\_\_

**Note: If emailed or mailed, this affidavit must be notarized.**

The City of Austin is committed to compliance with the Americans with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request.