Clear All Data

AGREEMENT AND ORDER FOR PAYMENT PLAN

Defendant Name: _____ Total Due: $_____ Case Number(s): _____

Current Address: _____ , _____ Phone Number: _____

Number of this Payment Plan: (Circle/Mark One) 1st 2nd 3rd Other: _____

[X] I have reviewed the below guidelines and would like to request a payment plan based on the guidelines set forth below. I waive my request to petition using form DC-211, for the court to consider my financial considerations when considering a payment agreement. I understand that the payment amounts below are guidelines only and that I can Petition the court using form DC-211 and such requests will be considered on an individual basis.

I. PAYMENT PLAN GUIDELINES (NO DOWN PAYMENT REQUIRED FOR INITIAL PLANS)

A. Deferred Payment Agreement (only eligible on first payment plans)

Total Due	Time/Amount to Pay
$0 – $500	6 Months
$501 – $1,000	1 Year
$1,001+	2 Years

*If making regular monthly payments you are automatically re-eligible for a deferred payment extension with no down payment

B. Installment Payment Agreement

Total Due	Time/Amount to Pay	Down Payment
$0 – $500	$50/month	10% of total costs
$501 – $1,000	$75/month	$50
$1,001+	$100/month	5% of total costs

II. AGREEMENT AND ORDER FOR INSTALLMENT OR DEFERRED PAYMENT PLAN

I (defendant) agree to make payments as stated below and hereby certify that I understand the terms and conditions should I fail to meet the terms of the payment contract. I further agree that I will advise the Court of any change of address during the period of this payment agreement.

[ ] Monthly payments of $ _____ until paid in full.

[ ] (1st Payment Plans Only) Deferred payment due in full on: _____.

[ ] and I shall try to make monthly payments in the amount of $ _____ until the above due date.

[ ] by doing community service work to earn credit for fines and costs only by a future date of: _____.

_____ _____

Defendant's Signature Date

NOTARY ACKNOWLEDGMENT

State of _____, County of _____,

Subscribed and sworn to/affirmed before me on this date by the above-named defendant.

_____ _____

Date Notary or Deputy Clerk

My commission expires: _____ Notary Registration number: _____

Upon due consideration, the Defendant's Petition for deferred or installment payments is accordingly ACCEPTED, and the Defendant is ORDERED to pay costs, fines, forfeiture, restitution and penalty in amount stated above, plus any added court-appointed attorney fee, court reporter fee, penalties and interest, if applicable, by making a deferred on installment payment as agreed above.

_____ _____

Clerk/Deputy Clerk Signature Date

III. PAYMENT TERMS AND CONDITIONS

1. As a condition of this agreement, I must promptly inform the court of any change of my mailing address during the term of this agreement;
2. If the fines, costs, forfeitures, restitution, penalties, and/or interest are not paid in full by the date ordered, the Court shall proceed according to the provisions of Virginia Code § 19.2-358, which state that a show cause summons or capias for my arrest may be issued;
3. The amount(s) set out in this Order and Notice may be administratively amended by the Clerk of this Court in the event additional costs should be assessed and if additional costs are assessed, the clerk will forthwith issue a notice to me of the new total amount due by first class mail to my last address of record;
4. The Court or Clerk thereof may adjust the final payment date administratively, without further notice to me, for installment payment agreements, if I fail to make a scheduled payment or for deferred payments, if I fail to pay in full by the due date ordered, for the purposes of referring the account for action pursuant to Virginia Code § 19.2-349(A), or for extending the Court's available time to pursue action pursuant to Virginia Code § 19.2-358;
5. If the Court has ordered deferred or installment payments, I must make all required payments on time and if I fail to make a scheduled payment, my driver's license shall immediately be suspended forthwith pursuant to Virginia Code § 46.2-395; and
6. Upon notification by a court that my license has been suspended pursuant to Virginia Code § 46.2-395, that the Commissioner of the Department of Motor Vehicles shall also suspend all of the registration certificates or license plates registered solely in my name and thereafter shall not issue any registration or license plates for any other vehicle that I seek to register solely in my name.
7. If the court does not receive payments as ordered, my case will be referred for collection enforcement action under §§ 19.2-349, 19.2-353.5, 19.2-358, 46.2-395, or 58.1-520 through 58.1-534 of the Code of Virginia and that if any part of the amount due remains unpaid, pursuant to § 19.2-358, I may be subject to a jail sentence of up to 60 days or an additional fine of up to $500.00. If my case is referred for collection enforcement action under § 19.2-349, the amount I owe and that can be collected will be increased to reflect the additional costs associated with collection action.