

NOTICE OF PAYMENT ALTERNATIVES
FOR FINES AND COSTS

If you are unable to pay fines and costs for the offense(s) of which you were convicted or other dispositions authorized by law within 30 days of said conviction, the Court offers you the opportunity to enter into a deferred payment plan, a modified deferred payment plan or an installment plan to pay those fines and costs.

In lieu of monetary payments for fines or costs, you may perform community service to defray fines and costs. However, community service is not available to repay restitution, interest on restitution, and any collection fee for restitution.

Any payment plan which is received within 10 days of the due date shall be considered timely made.

At any time during the duration of your payment plan, you may request the Court to modify your plan, which may be granted on a good faith showing of need.

If you have defaulted on your payment plan, you may request the Court to grant a new payment plan. The Court may consider your change in circumstances in deciding whether to approve your request.

You may apply for a payment arrangement in the Henrico County Circuit Court Clerk's Office. If you make application for a non-guideline payment plan you must report to the Henrico County Circuit Court Clerk's Office within 7 days of the submission of your application for a decision by the Court.

Date _____ Defendant _____

**Guidelines for Deferred and Installment Payment Plans
for Unpaid "Fines and Costs" pursuant to
Rule 1:24 of the Supreme Court of Virginia
and
Section 19.2-354 of the Code of Virginia**

DEFERRED PAYMENT PLAN:

The defendant pays all outstanding fines and costs within 6 months.

INSTALLMENT PAYMENT PLAN:

Unpaid fines and costs paid at the rate of \$50. per month.

VIRGINIA:

IN THE CIRCUIT COURT OF THE COUNTY OF HENRICO

COMMONWEALTH/COUNTY vs. _____ **Case Nos.** _____

I do not have the financial resources to meet the guidelines established for the payment of unpaid fines and costs. Therefore, I wish to enter into a Deferred Payment Plan or a Modified Deferred Payment Plan and pay my unpaid fines and costs in _____ months.

OR

I wish to enter into an installment payment plan and pay: _____ per month.

OR

_____ I wish to perform community service to defray the unpaid fines and costs and receive a credit of \$10 per hour for each hour of community service performed. A minimum of 5 hours of community service must be performed each and every month.

\$ _____ Total unpaid fines and costs in Henrico Circuit Court

\$ _____ Total unpaid fines and costs in other jurisdictions

\$ _____ Monthly Income

_____ Number of people supported

ASSETS:

	<u>VALUE</u>	<u>LOAN</u>
CASH/BANK ACCOUNT	\$ _____	\$ _____
VEHICLES	\$ _____	\$ _____
REAL ESTATE	\$ _____	\$ _____

SIGNATURE

DATE

COURT USE ONLY:

APPROVED _____ **DENIED** _____ **OTHER** _____

JUDGE

Date:

This plan is not effective until signed by a Judge and the defendant:

Acknowledged by Defendant _____ **Date** _____
