



COMMONWEALTH OF VIRGINIA

Shenandoah County Juvenile and Domestic Relations Court

**215 Mill Road, Suite 228
Woodstock, Virginia 22664
Telephone: (540) 459-6135**

Time To Pay Policy (7/1/2017)

- ❖ Defendants needing longer than 30 days to pay fines and costs owed to the court may sign a DC-210 Time to Pay Agreement for a deferred payment. If the defendant needs longer than 90 days to pay, a one-time fee not to exceed \$10 will be assessed under revenue code 137 to cover the costs of management of the defendant's account until such account is paid in full.
- ❖ Due dates are to be determined by assessing the specific financial conditions of a defendant either by oral examination or by review of a DC-211 financial statement form completed by the defendant.
- ❖ Defendants who have unpaid fines and costs in more than one court will need to pay or establish payment plans with respect to each court in order to remove the suspension of their driving privileges. Accordingly, the defendant's obligations to other courts will be considered in determining the amount needed for down payments.
- ❖ A down payment will be required if the defendant needs an extension on their original payment plan OR if the defendant defaults on the original plan and requests a new plan; a new payment plan may be entered provided that a down payment is made as follows:
 - 10% down for costs and fines totaling \$500 or less
 - 5% or \$50, whichever is greater, for costs and fines totaling over \$500
- ❖ No driver's license suspension should occur while a defendant is in good standing on a deferred payment plan.
- ❖ A defendant whose fines and costs have been referred to the collection process shall nevertheless be eligible to enter into an initial or subsequent payment plan but is required to pay a down payment as follows:
 - 10% down for costs and fines totaling \$500 or less
 - 5% or \$50, whichever is greater, for costs and fines totaling over \$500
- ❖ Time to pay agreements may include multiple cases, but shall not include cases 10 years or older.