



COMMONWEALTH of VIRGINIA

JAMES E. WISER, JUDGE
STAN D. CLARK, JUDGE
SANDRA K. PERRIN, CLERK
SHARI W. FLECK, CHIEF DEPUTY CLERK

*Juvenile & Domestic Relations
District Court
Fifth District of Virginia
150 N. MAIN ST.
SUFFOLK, VIRGINIA 23434*

TELEPHONE (757) 514-7790
FACSIMILE (757) 514-4841

PAYMENT AGREEMENT POLICY

Any defendant who is unable to pay the fines/cost within 30 days of sentencing may request to be entered into a payment agreement. Defendant may choose 90 days to pay at no additional cost and with no down-payment being required.

If the defendant cannot pay within 90 days of sentencing there will be a one-time \$10.00 fee added to the account.

FOR PAST DUE FINES/COURT COST

Any person who owes on past due fines/court cost may request for a payment agreement. A DC-211 form PETITION FOR PAYMENT AGREEMENT FOR FINES AND COST OR REQUEST TO MODIFY EXISTING AGREEMENT, must be filled out to determine how much should be paid monthly.

Upon request for a payment agreement a down-payment shall be made.

*\$500.00 or less- the down-payment will be 10% of the amount owed.

*\$501.00 or more- down-payment will be 5% of the amount owed or \$50.00, whichever is greater.

Any subsequent payment agreements will require a down-payment as outlined above.

In order to prevent a license suspension by DMV, payment agreements must be entered into before the initial due date passes (there is a 10 day grace period).

THIS POLICY DOES NOT APPLY TO RESTITUTION ORDERED BY THE JUDGE TO BE PAID BY A CERTAIN DATE. DEFENDANT MAY PETITION THE COURT FOR MORE TIME TO PAY THE RESTITUTION OR PAY THE RESTITUTION (AND ANY LATE FEE THAT HAS ACCURED) AND THEN REQUEST A PAYMENT AGREEMENT FOR THE BALANCE.