

**PETITION FOR DEFERRED OR INSTALLMENT  
PAYMENT OF FINE AND COSTS**

CASE NO. \_\_\_\_\_

VIRGINIA: In the Circuit Court  
COMMONWEALTH OF VIRGINIA  
CITY/COUNTY OF \_\_\_\_\_

VS.

\_\_\_\_\_, Defendant

Social Security Number of Defendant: \_\_\_\_\_

Address of Defendant: \_\_\_\_\_

Telephone Number of Defendant: \_\_\_\_\_

I respectfully ask the Court to allow me to pay my fine and costs in deferred or installment payments. In support of my Petition, the following financial information is provided:

The information provided this Court on Defendant's Financial Statement, Form DC-333, is unchanged; OR

New information is provided this Court in this Petition:

	<u>Employer (s)</u>	<u>Occupation</u>
Defendant _____	_____	_____
Spouse _____	_____	_____
Number of Dependents _____	_____	_____

	<u>Defendant</u>	<u>Spouse</u>
<b>Household Net Income:</b>		
Take-Home Pay (after taxes, etc.)	\$ _____	\$ _____
Other Income Sources (specify)	\$ _____	\$ _____
Income Contribution of Dependents	\$ _____	\$ _____
<b>TOTAL NET INCOME (A) =</b>		\$ _____

<b>Assets:</b>		
Bank Accounts/Cash on Hand	\$ _____	\$ _____
Other Assets (specify)	\$ _____	\$ _____
<b>TOTAL ASSETS (B) =</b>		\$ _____

<b>Debts Owed:</b>		
Car, Housing, Credit Card, Loan, Etc.	\$ _____	\$ _____
<b>TOTAL DEBTS (C) =</b>		\$ _____

**TOTAL DISPOSABLE INCOME (A+B-C)** \$ \_\_\_\_\_

THIS STATEMENT IS MADE UNDER OATH; ANY FALSE STATEMENT OF A MATERIAL FACT TO ANY QUESTIONS CONTAINED HEREIN SHALL CONSTITUTE PERJURY UNDER THE PROVISIONS OF VA. CODE SECTION 18.2-434. THE MAXIMUM PENALTY FOR PERJURY IS CONFINEMENT IN THE STATE PENITENTIARY FOR A PERIOD OF TEN YEARS.

I hereby state that the above information is correct to the best of my knowledge.

\_\_\_\_\_, Defendant

Sworn and signed before me this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

\_\_\_\_\_, Clerk/Deputy Clerk

**FOR COURT USE ONLY**

A. Defendant's Petition: Accepted Rejected  
 B. Payment Type Approved: Deferred Due Date \_\_\_\_\_ OR  
 Installment Beginning \_\_\_\_\_  
 Final Payment \_\_\_\_\_  
 Payment WEEKLY/MONTHLY/OTHER \_\_\_\_\_

C. Date Due back in Court for Nonpayment: \_\_\_\_\_

D. Total Amount Due: \_\_\_\_\_

Date: \_\_\_\_\_, Clerk/Deputy Clerk

**EXCEPTIONAL EXPENSES:**

Medical Expenses	\$ _____
Court-ordered support payments	\$ _____
Child Care payments	\$ _____
Approximate indebtedness to other persons	\$ _____
<b>TOTAL EXCEPTIONAL EXPENSES {D} =</b>	<b>\$ _____ {D}</b>

{A} + {B} - {C} - {D} = {E}

**AVAILABLE FUNDS OF DEFENDANT {E}** \$ \_\_\_\_\_ **{E}**

I understand that the following provisions apply if the Court grants my Petition:

- (1) If I am placed on supervised probation or allowed to participate in a community service work program, an installment payment schedule will be monitored by my probation officer or case worker; payments will be made to the clerk of this court; and I will keep the officer informed of any change of my residence address.
- (2) If I am not placed on probation or enrolled in a community service work program, payments will be paid to the clerk of this Court.
- (3) Violation of the Court's Order for Deferred or Installment Payment may be punished by:
  - (a) revocation of any suspended sentence or probation; and/or
  - (b) an additional jail sentence of up to 60 days or fine of up to \$500; and/or
  - (c) suspension of my driver's license until all fines and costs are paid; and/or
  - (d) suspension of all motor vehicle registrations and license plates held in my name, if my driver's license is suspended or revoked; and/or
  - (e) any unpaid amounts owed collected as an unpaid judgment garnishment, levy, etc.

**THIS STATEMENT IS MADE UNDER OATH; ANY FALSE STATEMENT OF A MATERIAL FACT TO ANY QUESTIONS CONTAINED HEREIN SHALL CONSTITUTE PERJURY UNDER THE PROVISIONS OF SECTION 18.2-434 OF THE CODE OF VIRGINIA. THE MAXIMUM PENALTY FOR PERJURY IS CONFINEMENT IN THE PENITENTIARY FOR A PERIOD OF TEN YEARS.**

I hereby state that the above information is correct to the best of my knowledge. I acknowledge receipt of a copy of my Petition and agree to accept service of the Court's Order by first class mail to my address of record.

_____	_____
SIGNATURE OF DEFENDANT	STREET ADDRESS OF DEFENDANT
_____	_____
SOCIAL SECURITY NUMBER OF DEFENDANT	TELEPHONE NUMBER OF DEFENDANT

Sworn and signed before me this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

\_\_\_\_\_  
CLERK/DEPUTY CLERK

**FOR COURT USE ONLY**

Deferred payment plan petition accepted? Yes No

Frequency of payment: (circle one) weekly monthly  
Other (describe) .....

Amount of payment: \$ .....

Date: ..... Signed: \_\_\_\_\_