

VIRGINIA: IN THE CIRCUIT COURT OF BRUNSWICK COUNTY

IN RE: DEFERRED PAYMENT AGREEMENT GUIDELINES AND PROCEDURES FOR COURT COSTS, FINES AND RESTITUTION-EFFECTIVE JULY 1, 2024

ORDER

Within 5 days of conviction, Defendants will be mailed, to their last known address, a notice of their Restitution and Court Costs balance. Payments are first applied to Restitution and then to Court Costs. Check with your Probation Officer to see if your Court Costs can be satisfied by performing Community Service. *Community Service does not apply to payment of restitution.*

Any Defendant who is unable to pay fines and costs for a particular offense within 30 days of conviction, or other disposition authorized by law may enter into either a deferred payment agreement, a modified deferred payment agreement or an installment payment agreement.

1. **Installment Payment Agreement:** An agreement in which the Defendant agrees to make monthly or other periodic payments until the fines and costs are paid in full.
2. **Deferred Payment Agreement:** An agreement in which the Defendant agrees to pay the full amount of the fines and costs at the end of its stated term and no installment payments are required.

To enter into an *initial* payment agreement, down payments are optional unless the court requires a *specific* down payment. Down payments may not exceed 10% of the owed amount if the balance is \$500.00 or less. If the total owed is more than \$500.00, the required down payment may not exceed 5% of the amount owed or \$50.00, whichever is greater. A defendant may choose to make a larger down payment.

Defendants may enter into a monthly payment agreement of at least \$50.00 per month for Court Costs. Payment agreements for restitution are set by the Court. If an amount is not set by the Court, the payment agreement shall be for not less than \$50.00 per month.

IMPORTANT: If Defendant becomes delinquent under his agreement and wishes to set up another payment agreement, the Defendant shall be required to make a down payment. If the fines and costs owed are \$500.00 or less, the required down payment shall not exceed 10% of such amount or if the fines and costs owed are more than \$500.00, the required down payment shall not exceed 5% of such amount or \$50.00, whichever is greater.

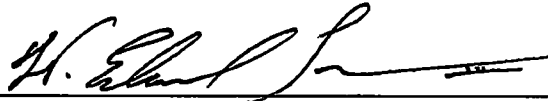
If a time to pay for restitution is not previously ordered by the court, it will be incorporated in the above stated guidelines. It is further ORDERED that, in all criminal cases coming before this court, unless directed otherwise, all payments made to court costs and restitution shall be first applied to the satisfaction of restitution, if any, and subsequently applied to court fines and costs.

IMPORTANT NOTE: A *Payment Agreement* is a contract. The Court will not send a notice of delinquency.

Guidelines for all payment agreements are at the discretion of the Clerk or her appointee and may depend on the particular circumstances of each case.

IMPORTANT: If your sole financial resource is a Social Security benefit or Supplemental Security Income, then you are not required to pay until you have another resource or income. As long as your sole income remains unchanged, your account will not go to collections. Please understand that any restitution that you may have been ordered to pay is NOT included in this exemption of payment and is due as the Court has ordered.

DATE: 10-9-2024

A handwritten signature in black ink, appearing to read "W. Edward Tomko, III", written over a horizontal line.

W. Edward Tomko, III, Chief Judge