

City of Fredericksburg

Founded 1671

Fredericksburg Circuit Court
Office of the Clerk
701 Princess Anne St. Suite 100
Fredericksburg, VA 22401
Phone: (540) 372-1066



Jeff Small
Clerk of Court

Christine M. Allen
Chief Deputy Clerk

PAY ONLINE AT: WWW.FREDCLERK.COM **FREDERICKSBURG CIRCUIT COURT PAYMENT PLAN**

CASE NUMBER(S): _____

DEFENDANT NAME: _____ PHONE#: _____

DEFENDANT ADDRESS: _____

I respectfully ask the Court to enter into a payment plan for the restitution, fines and costs owed to the Fredericksburg Circuit Court. I understand that if I owe restitution I will pay it in accordance with the Court Order. This payment plan is outlined as defined in Va. Code 19.2-305.1 and 19.2-354, starting July 1, 2017.

I owe \$_____ for restitution, to be paid as determined by the Restitution Order entered in Court. Order is attached to payment plan. Restitution will be paid before all fines and costs. Upon full payment of Restitution, payments of \$75.00, every 30 days, will be required of me to satisfy any fines and costs. It is my responsibility to be aware of balances and what to pay. Initial _____

I owe \$_____ for fines, costs and/or penalties. For balances of \$500 or less, a down payment of \$50.00 is required. For a balance of \$501.00 to \$2000.00 a down payment of \$100 is required. Balances over \$2000.00 require a 5% down payment. Initial _____

Thereafter, payments shall be paid at the rate of \$75.00 per 30 days beginning on _____. A minimum payment of \$75.00 is due every 30 days from the date of the first payment until the accounts are paid in full. Initial _____

Case balances may change as the Clerk receives updates. (In accordance with Code 19.2-34 9, failure to pay fines/restitution or entering into and staying current on a payment agreement within 60 days of the date of judgment will incur a 17% penalty “ to help offset the costs associated with employing such individuals or contracting with such agencies or individuals” assisting in collection. **The Clerk cannot remove, reduce, or alter this fee.**)

I, acknowledge that if I violate the terms of the payment plan:

- 1) Upon a first violation. I must return to the Court and enter into a new payment plan.
- 2) Upon a second violation, I will be required to petition the Court and appear before the Judge to request re-entry into a payment plan.

Violation of the payment plan may be punished by the following:

- a) Revocation of any suspended sentence or probation; and/or
- b) Suspension of my driver's license until all restitution, fines and costs are paid; and/or
- c) Any unpaid amounts owed collected as an unpaid judgment garnishment, levy, etc.
- d) Full payment of outstanding balance.

Payments must be made to: Clerk of Court. You must inform the Clerk of your name and social security number with each payment. Written on check or told to Clerk for in person payments. A self-addressed, stamped envelope is required to return your receipt.

NOTICE: PAYMENT WITH CHECK, MONEY ORDER OR CREDIT CARD RETURNED AS BAD WILL RESULT IN TERMINATION OF PAYMENT PLAN, COLLECTION OF AN ADDITIONAL \$50 FEE (17.1-275(A) 28). NOTICE WILL BE FORWARDED TO THE FREDERICKSBURG COMMONWEALTH ATTORNEY. (Code 18.2-181)

ATTENTION: A COPY OF THIS PAYMENT AGREEMENT WILL BE ENTERED INTO YOUR CASE FILE. IT IS YOUR RESPONSIBILITY TO ADHERE TO THIS AGREEMENT AND PENALTIES, SUSPENSIONS, ETC. THAT MAY OCCUR IF IT IS VIOLATED.

Defendants Signature: _____ Date: _____

Clerk/Deputy Clerk Signature: _____ Date: _____

Notary Signature: _____ Registration #: _____ Date: _____