

VIRGINIA: IN THE CIRCUIT COURT OF WASHINGTON COUNTY

FIPS CODE: 191C

IN RE: INSTALLMENT PAYMENT AGREEMENT POLICY FOR COURT COSTS,
FINES AND RESTITUTION OWED IN WASHINGTON COUNTY CIRCUIT
COURT

ORDER

It appearing that each defendant is given a time to pay plan if court costs, fines and/or restitution is not paid in full upon sentencing.

It further appearing that if a defendant should default on the payment plan given upon sentencing, the following remedies are available:

The defendant may apply for a second payment plan. To apply, the defendant must complete the paperwork provided by the Circuit Court Clerk's office in its entirety and make a payment of no less than \$50.00 per each account owed. The Clerk of Court or her designee shall review the application and accept or deny the application based upon the defendant's eligibility. The Court reserves the right, in certain cases to make all decisions regarding collections and approval of installment payment agreements. Community Service may still be granted to defer fines and costs in lieu of a second payment plan. Community Service will be granted upon recommendation of the Probation Officer and by order of the Court.

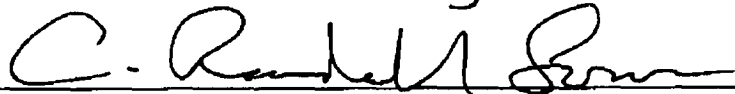
The Court will allow a maximum of two payment plans per account per defendant. If ineligible for a new payment agreement, the defendant may petition the Court for a restricted license through the DMV drive-to-work program if employed, for the purpose of license reinstatement.

Upon defaulting on the second payment plan, the matter will be reduced to a civil judgment and turned over to collections.

All fines, costs and restitution ordered to be paid shall be docketed as judgements in the Judgment Lien Docket.

Restitution is to be paid as directed by the Court and outlined in the order.

ENTER: THIS THE 31st DAY OF August, 2015



C. RANDALL LOWE, JUDGE

CGM150106

GUIDELINES AND PROCEDURES

DEFERRED PAYMENT/TIME-TO-PAY INSTALLMENT AGREEMENTS FOR

COURT COSTS, FINES AND RESTITUTION ORDERED TO BE PAID

COURT COSTS, FINES & RESTITUTION-Are assessed against individuals convicted of a felony, misdemeanor or traffic infraction. Fines and costs are due when imposed unless the defendant enters into a deferred payment or time-to-pay installment agreement with the Court upon sentencing.

A judgment in the amount of the fines/costs/restitution imposed is docketed upon conviction, if the amounts are not paid in full. The judgment is released once the total due is satisfied in full.

Individuals who fail to pay fines/costs/restitution ordered may be subject to the following:

Debt collection through the Commonwealth's Attorney's Office

Garnishment of any State tax refund by the Department of Taxation

Garnishment of any lottery winnings by Virginia Lottery

Suspension of Operator's License and registration by the Virginia DMV

PAYMENT OF COSTS, FINES & RESTITUTION-Payments can be made either by mail or in person.

Cash-accepted in person only. Please do not mail cash.

Personal check-accepted if check is signed by the account holder and funds are sufficient to cover the payment. (This office verifies funds). Personal checks are not accepted from persons convicted of crimes involving monetary fraud.

Credit card-credit cards are accepted only from the card holder and are not accepted by phone.

Money orders-accepted in person or by mail.

Office hours for in-person payments are 8:00 a.m. to 4:30 p.m. Monday through Friday

Mail payments to: Washington County Circuit Court 189 E Main Street Abingdon, VA 24210

You MUST identify the defendant's name and case number to which payment is to be credited. You MUST include a self-addressed, stamped envelope if you wish to receive a receipt for payment by mail.

INSTALLMENT PAYMENT AGREEMENTS/GUIDELINES AND PROCEDURES-Each defendant is given a time to pay plan if court costs, fines and/or restitution is not paid in full upon sentencing. If the defendant should default on the payment plan given upon sentencing, the following remedies are available:

Applying for a Second Installment Payment Agreement-You must complete the paperwork provided by the Circuit Court Clerk's Office in its entirety and make a payment of no less than \$50 per each account owed. The Clerk or her designee will review the application for eligibility and you will be contacted with the information as to whether or not your application was approved or denied within five (5) business days.

NOTICE-EACH DEFENDANT IS ALLOWED A MAXIMUM OF TWO INSTALLMENT AGREEMENTS PER ACCOUNT. THE DECISION OF DENIAL IS BY ORDER OF THIS COURT AND IS FINAL.

If ineligible for a new payment agreement and you are employed, you may apply for the Drive-to-Work program through Virginia DMV, for the purpose of license reinstatement. Please note, this office does not have the authority to grant permission for late payments or extensions under any circumstances.