

**VIRGINIA: IN THE GENERAL DISTRICT COURT FOR THE NINTH JUDICIAL DISTRICT**

Pursuant to the provisions of Virginia Code §19.2-354, §19.2-354.1 and §19.2-358, this Court authorizes the Clerk to approve deferred, modified deferred and installment payment agreements (“payment agreement”) as follows:

Payment is due upon conviction. Any Defendant who cannot pay their fines and costs within 90 days may apply to the Court for a payment agreement.

You may request a payment agreement for all fines and costs. You must sign a Payment Agreement to be granted additional time to pay.

**Initial Deferral Agreement Guidelines**

Up to \$350.00	180 days
\$350.01 – over	1 year


- A \$10.00 fee will be assessed upon entering into an agreement with a due date greater than 90 days unless it was collected on a previous agreement.
- You must inform the Court promptly of any change of address during the term of the agreement.
- The Clerk’s Office will prepare one agreement per defendant totaling all unpaid fines and costs owed to this Court.

**Restoration Payment Plan After Default**

- Upon default on an initial payment agreement, you may need to appear before the Court for review and approval of the terms of a subsequent plan.
- You must sign a new agreement to be granted additional time to pay. A down payment shall be required as follows: for amounts less than \$500, 10% of balance or for amounts over \$500, 5% of the balance due or \$50, whichever is greater.
- A \$10.00 fee will be assessed upon entering into a payment agreement unless it was collected on a previous agreement.
- The Clerk’s Office will prepare one agreement per Defendant totaling all unpaid fines and costs owed to this Court. Any sums collected shall be used first to pay restitution and any collection costs associated with restitution prior to being used to satisfy any other fine and costs.
- The Clerk’s Office will grant one payment plan only. If you default on that plan, you must petition the Court to authorize a payment plan. You may have to see the Judge for this request.
- You must inform the Court promptly of any change of address during the term of the agreement.

**Community Service** is available in lieu of payment of fines and costs. Community service is credited at a rate of \$12 per hour of work. Please request additional details from the Clerk’s Office. This option is NOT AVAILABLE for payment of restitution or collection fees.

ENTERED this 17th day of July 2023

  
Stephanie M. Revere, Chief Judge