

Virginia:

In the Circuit Court of the City of Richmond, John Marshall Courts Building

**MOTION FOR COURT APPROVAL OF A PAYMENT PLAN
FOR FINES AND COSTS**

Pursuant to §19.2-354 and §19.2-354.1 of the Code of Virginia

Commonwealth of Virginia,

v.

Full Name: _____,

Defendant.

Case Number(s) for the matters that resulted in the owed fines and costs:

_____.

COMES NOW the Defendant, *pro se*, and hereby moves this Honorable Court pursuant to §19.2-354.1 and §19.2-354(C) of the Code of Virginia to enter a payment plan for fines and costs:

- To enter a Deferred Payment Agreement to pay the entire amount on/before ____/____/____ (mo./day/yr.).
- To enter a Modified Deferred Payment Agreement to pay the entire amount on/before ____/____/____ (mo./day/yr.) and the Defendant agrees to use best efforts to pay \$_____/mo. beginning ____/____/____ (mo./ day/yr.).
- To enter an Installment Payment Agreement to pay \$_____/mo. beginning ____/____/____ (mo./day/yr.).

The Defendant acknowledges receipt of the required Notice of Payment Alternatives for Fines and Costs outlining the terms and conditions of a payment plan, including the consequences of default. The Petitioner further acknowledges that if a payment plan is authorized by Order of this Court, there is no actual payment agreement until the Defendant has signed the Payment Agreement, form CC-1379, which may be obtained and signed by appearing in person at the Office of the Clerk.

_____,
Signature of Defendant.

Mailing address of Defendant.

Certificate

I hereby certify that a true and exact copy of the forgoing motion was (circle one) hand-delivered/mailed first-class to the Office of the Commonwealth's Attorney at 400 N. 9th Street, Suite 100, Richmond, VA 23219 on this ____ day of _____ (month), _____(year).

_____,
Signature of Defendant.

**PETITION FOR PAYMENT AGREEMENT
FOR FINES AND COSTS OR
REQUEST TO MODIFY EXISTING AGREEMENT**

Commonwealth of Virginia VA. CODE § 19.2-354.1

Case No(s)

- General District Court Circuit Court
 Juvenile and Domestic Relations District Court

CITY OR COUNTY

COURT ADDRESS

Commonwealth of Virginia **v.**
DEFENDANT/JUVENILE

ADDRESS OF DEFENDANT/JUVENILE

SOCIAL SECURITY NO.

CITY

STATE

ZIP

TELEPHONE NO.

- I respectfully ask the court to allow me to pay the fines, costs, forfeiture, restitution (if not otherwise ordered) and/or penalty owed of \$, plus any additional court-appointed attorney fee, if applicable,
 in periodic payments OR
 in one payment due in full on a future date
 and I shall try to make periodic payments until that future date AND/OR
 by doing community service work to earn credit for finer and costs only, if available.
 I respectfully ask the court to change my existing payment agreement for the following reasons:

Court Debt Owed in Other Courts:

- I currently owe unpaid fines, costs, forfeiture, restitution, and/or penalty in other courts.
NO.
 I owe a total of \$ in those other courts. I do not know the total of unpaid court debt owed.
TOTAL OWED
 I pay a total of \$ per month towards that unpaid court debt.
 I do not have unpaid court debt in other courts.

Financial Information:

- The information provided to this court by defendant on Form DC-333, FINANCIAL STATEMENT – ELIGIBILITY DETERMINATION FOR INDIGENT DEFENSE SERVICES, as previously submitted, is unchanged.
OR
 This information is provided to this court below in support of this Petition or Request:

Public Assistance:

- I currently receive the following type(s) of public assistance:
 TANF \$ Medicaid Supplemental Security Income \$
 SNAP (food stamps) \$ Other (specify type and amount)
 I do not receive public assistance.

Employment:

- I am employed.
 I am not currently employed and it has been months since I was last employed.

Employer(s)

Occupation

Defendant self-employed

Spouse self-employed

Number of Dependents

Defendant

Spouse

Household Net Income:

Take-Home Pay (after taxes, etc.) \$ \$

Pay Period (weekly, every 2 weeks, twice monthly, monthly) \$ \$

Other Income Sources (specify) \$ \$

Income Contribution of Dependents \$ \$

TOTAL NET INCOME = \$

Case No.

Defendant Spouse

Assets:

Bank Accounts/Cash on Hand \$ \$

Other Assets (specify) with a value of \$ \$

Real Estate - \$ NET VALUE \$ \$

Motor Vehicles YEAR AND MAKE YEAR AND MAKE \$ \$

Other Personal Property: (describe) \$ \$

TOTAL ASSETS = \$

Debts Owed (amount paid per month):

Car payment \$ \$

Rent/mortgage payment \$ \$

Credit card payments \$ \$

Other monthly payments (not including court debt payments) \$ \$

TOTAL MONTHLY DEBTS = \$

EXCEPTIONAL EXPENSES (Total Exceptional Expenses of Family)

Medical Expenses (list only unusual and continuing expenses) \$

Court-ordered child support payments/alimony \$

[] deducted from paycheck [] not deducted from paycheck

Child-care payments (e.g. day care) \$

Other (describe): } \$

TOTAL EXCEPTIONAL EXPENSES \$

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 § 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.

..... DATE DEFENDANT

Sworn to and signed before me this

..... day of, 20..... [] CLERK [] DEPUTY CLERK

FOR NOTARY PUBLIC'S USE ONLY:

State of [] City [] County of

Acknowledged, subscribed and sworn to before me this day of, 20

..... NOTARY REGISTRATION NUMBER NOTARY PUBLIC (My commission expires:)

ORDER FOR REQUEST TO MODIFY EXISTING PAYMENT AGREEMENT

Upon request to modify an existing payment agreement,

- [] the request is granted based upon a good faith showing of need, and the new payment agreement is set forth on form [] DC-210, ACKNOWLEDGMENT OF SUSPENSION OR REVOCATION OF DRIVER'S LICENSE [] CC-1379, ACKNOWLEDGMENT OF SUSPENSION OR REVOCATION OF DRIVER'S LICENSE/ORDER AND NOTICE OF DEFERRED PAYMENT OR INSTALLMENT PAYMENTS. [] the request is denied, and the current payment agreement continues in full force and effect.

..... DATE [] JUDGE [] CLERK [] DEPUTY CLERK