

## TIME TO PAY DEFERRED PAYMENT AGREEMENTS

Pursuant to 19.2-354 of the Code of Virginia, the Charlottesville/Albemarle Juvenile and Domestic Relations District Court has authorized the clerk to establish and approve conditions of all deferred payment agreements, pursuant to guidelines established by the Court.

- When a defendant appears at the clerk's office on the day of court to make arrangements to pay fines/cost they have 90 days to pay without the assessment of the \$10.00 time to pay fee.
- If the defendant needs more time beyond the 90 days, the clerk may give them up to **6 months** to pay their fines/cost. The account will be assessed the \$10.00 fee for entering into the Time to Pay Agreement.
- When a defendant request additional Time to Pay beyond the initial **6 months** they must pay 10% down when the amount owed is **\$500 or less**. If the amount owed is **more than \$500** then the amount due is 5% or \$50, whichever is greater.
- A defendant who enters into a Time to Pay Agreement shall promptly inform the court of any change of mailing address during the term of agreement.
- Community service work is an option to defray fines and costs if available and approved by the Judge. Community service work will not be credited against any amount owed as restitution or the interest which has accrued on restitution. Community service hours will be credited in the amount of Federal Minimum Wage. Community service must be performed through a **non-profit organization**. There may be no conflict in supervision, such as, a family member, friend, pastor or intimate partner. **If you wish to perform community service you must file the appropriate motion with the court listing the company and contact information of where you plan on performing the community service. Once approved by the Judge, it is the responsibility of the defendant to provide valid proof of completion of community service hours to the clerk's office on company/entity letterhead and contact information for verification purposes.**