

**POLICY FOR FINES & COSTS ASSESS BY THE CULPEPER J&DR COURT  
EFFECTIVE AUGUST 18, 2020**

Per VA Code 19.2-354

- The Judge will order when your Court Costs &/or Fines are to be paid. This will usually take place at the end of your trial. If for any reason this is not discussed in Court after your conviction, please feel free to request a payment plan with the Clerk's Office. This plan will state that payment in full is due by "X" date, not by an installment plan. There will be an additional \$10 Time-to-Pay fee.
- If no plan is needed, you will have 90 days to pay all Court Costs &/or Fines.
- If your Costs/Fines are not paid by the due date, you must come in on the due date at 9am to discuss an extension with the Judge. The Judge may issue a show cause or capias without an appearance.
- Once the payment is past due, the Clerk's Office can set up an installment payment plan. The monthly payment will be decided after a verbal inquiry of your finances. For your 1<sup>st</sup> payment plan, the initial payment will be due 30 days from date of agreement.
- For any subsequent payment plan, you MUST pay 5% up front + the initial monthly payment.
- You may request community service in lieu of monetary payment.
- Restitution due dates are set by the Judge as part of the case disposition. That date can only be changed by the Judge.