

VIRGINIA: In the Juvenile and Domestic Relations District Court for the City of Norfolk

TIME TO PAY ORDER

Va. Code § 19.2-354 grants the Court the authority to establish a payment plan process for individuals owing fines and court costs.

Costs and fines are due within 30 days of the disposition of the case. If the defendant is unable to pay within the statutory time, they may request additional time to pay. A one-time fee of \$10.00 will be assessed upon entrance into a payment plan with the Court if the defendant is unable to make the full payment within ninety (90) days. If the defendant has multiple cases which were finalized at the same time, only one \$10.00 fee will be assessed for all cases.

All unpaid costs and fines are eligible for an extension of time to pay. You may request either a date certain by which the payment will be paid in full or you may ask to pay in equal monthly installments until the costs and fines are paid in full.

If, for good reason shown, you are unable to pay in full as previously arranged, you must appear in person to request an extension and execute another payment agreement. If subsequent extension(s) are permitted, the Court may require a down payment of \$25.00 or more.

It is the responsibility of the defendant to notify this Court of any unpaid costs and fines owed to more than one court upon entrance into a payment plan so that the court can take into consideration the specific financial conditions of the defendant and their ability to pay within the established guidelines. Only the Court in which you are required to pay fines and costs can consider an extension of that order. One Court cannot change the terms of another Court's payment plan.

If the defendant is financially unable to pay costs and fines, they may request the court to accept community service in lieu of payment. The defendant must appear in person and complete the required community service agreement. Upon completion of the community service work hours, credit shall be given towards the fines and costs.

The Court pursues unpaid debts through a private collection entity. The defendant will be responsible for any collection fees assessed on delinquent accounts. Any tax overpayment owed to a defendant may be intercepted and paid to the Court.

By Order of this Court:



Robert McL. Smith, III, Chief Judge
Norfolk Juvenile and Domestic Relations District Court

Date Entered: 12-9-19