

**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 finest 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