



# COMMONWEALTH of VIRGINIA

W. DALE HOUFF  
JUDGE

PAGE GENERAL DISTRICT COURT  
116 SOUTH COURT STREET, SUITE B  
LURAY, VIRGINIA 22835

AMANDA N. TAYLOR  
CLERK

PHONE (540) 743-5705

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## Payment Plan Policy July 1, 2017

A one-time fee of \$10 will be assessed per VA Code 19.2-354, unless time to pay needed is for less than 90 days.

Any defendant who cannot pay the total amount due within 30 days is offered an alternate payment plan as outlined below:

**Installment payment plan:** The defendant agrees to make monthly or other periodic payments until the fines and costs are paid in full, minimum monthly payments of \$50 are required

**Deferred payment plan:** The defendant agrees to pay the full amount at the end of its stated term, no installment payments are required and time given will be based on the amount due and defendant's ability to pay.

**Community service work:** When the defendant is unable to make substantial payments; defendant must file request in writing and complete financial statement with Clerk and Judge will grant/deny application, if approved hourly rate will be set at minimum wage and community service must be completed by due date. Community service cannot be credited against any amount owed as restitution or restitution interest.

If 30 days have lapsed and defendant is requesting a payment plan outlined above a down payment is required and will be as follows:

Amount of total fines and costs are \$500 or less 10% down is required.

Amount of total fines and costs are \$500 or more, 5% or \$50 down, whichever is greater, is required.

A DC-211-Petition for Payment Agreement for Fines and Costs or Request to Modify Existing Agreement must be filled out unless you request a certain payment per month.

The Clerk cannot extend restitution payment date; you must file a motion for the Judge to consider.