



OFFICE OF CLERK OF CIRCUIT COURT
City of Williamsburg and County of James City
5201 Monticello Avenue, Suite 6
Williamsburg, Virginia 23188

(757) 564-2242 – Fax (757) 564-2329

Elizabeth E. O'Connor, Clerk

CASH PAYMENT POLICY

INTRODUCTION

The Clerk of the Circuit Court for Williamsburg-James City County has adopted the following coin and paper bill acceptance policy to assist citizens making payments to this office.

The Coinage Act of 1965, specifically 31 U.S.C. 5103, entitled "Legal Tender" states that all United States money as identified is a valid and legal offer of payment for debts when tendered to a creditor.

However, according to the United States Department of Treasury (<https://www.bep.gov/currency/faqs>) there is no federal statute mandating that a business, a person or an organization must accept currency or coins as for the payment of goods and/or services.

The Code of Virginia does not mandate the acceptance of cash or coins.

Martin v. Rhode Island Co. (cited with approval in R. & P. Co. v. O'Flaherty by the Supreme Court of Virginia) holds that a prohibition against tendering pennies for payment was a reasonable regulation that did not violate federal law that the coins at issue constituted legal tender under federal law. *State v. Carroll* holds that requiring coins to be wrapped is a reasonable regulation, notwithstanding that such coins are considered legal tender under federal law.

COIN ACCEPTANCE

To promote office efficiency, the Circuit Court Clerk's Office will not accept unrolled coins in excess of 50 coins on a given business day for any debts owed. The Clerk's office will require name and case number labelled on each roll. A maximum of 20 rolls will be accepted on a given business day. Payors must supply their own coin rolls. The Clerk's office staff will not assist payors in rolling their coins. Debtors making payments at the Clerk's Office in coin will be required to remain present during the completion of the transaction (*i.e.* until a receipt is presented). Additionally, the payor will be held responsible for all identified shortages upon payment validation by the Clerk's bank.

PAPER BILL ACCEPTANCE

If paying by the monetary form of paper bills, this office will accept no more than 50 \$1 bills on a given business day for any debts owed.

Elizabeth E. O'Connor, Clerk
August 21, 2026