

VIRGINIA: IN THE CIRCUIT COURT OF WYTHE COUNTY

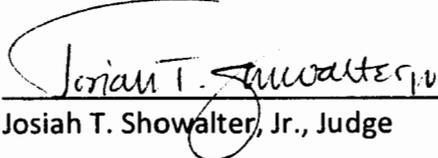
IN RE: DEFERRED PAYMENT PLAN POLICY FOR COURT COSTS, FINES AND RESTITUTION

ORDER

The following are the payment guidelines for all unpaid costs, fines and restitution requested to be paid pursuant to deferred or installment payment agreements.

1. All unpaid costs and fines totaling more than \$50.00 are eligible for an installment or deferred payment agreement.
2. The defendant must appear, in person, in the Circuit Court Clerk's Office and request to make installment payments and will be required to sign form CC-1379 Order and Notice of Deferred Payment or Installment Payments, which will serve as the agreement between the defendant and the Court.
3. If the defendant is incarcerated or unable to appear, the form can be mailed or faxed to the defendant, signed and returned to the Clerk.
4. Payments are due every 30 days. The minimum payment is \$50.00 per month. The first payment is due the month immediately following the month in which the application was made.
5. If paying by mail, a self-addressed and stamped envelope is required for the return of a receipt. The case number must be on the payment.
6. Default on agreements will require the defendant to complete a new petition for installment or deferred payment, subject to the approval of the Clerk of the Court.
7. The defendant must inform the Court promptly of any change of address during the term of the agreement.

Enter this 4<sup>th</sup> day of August, 2015.

  
\_\_\_\_\_  
Josiah T. Showalter, Jr., Judge