



COMMONWEALTH of VIRGINIA

Amy B. Tisinger
Presiding Judge

Shenandoah County General District Court
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Woodstock, Virginia 22664
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Susan H. Orndorff
Clerk of Court

TIME TO PAY POLICY (EFFECTIVE JULY 1, 2024)

This policy for Payment Agreements for the collection of fine and costs in the Shenandoah County General District Court is effective beginning July 1, 2024, and shall replace any and all previous payment agreements.

Fines and costs are due on the initial day of Court. However, a grace period of 90 days is given to each defendant whether the party appears in court or is tried in absentia.

Any person needing longer than the default ninety (90) days to pay shall sign a DC-210 Time to Pay Agreement (TTP) with a deferred payment plan. The Defendant shall be assessed a one-time fee of Ten Dollars (\$10.00) per Virginia Code 19.2-354. If the amount owed is not paid in full by the given date, and the defendant has not entered into a new payment agreement before default, the account will then be considered delinquent, and a 17% collection fee will be assessed. No interest shall accrue for 180 days from the date of conviction, during any period of incarceration, or for 180 days from the release of an active incarceration.

If a defendant has defaulted on a previous TTP agreement or needs to extend an existing TTP agreement, the defendant can become eligible to enter a new TTP agreement, however, a down payment is required and will be as follows:

- Amount owed \$500 or less – a down payment of 10% of the total owed.
- Amount owed \$500 or more – a down payment of 5% of the total owed or \$50.00, whichever is greater.

This Payment Agreement is applicable to fines and costs only. Restitution amounts will be handled on a separate payment schedule as entered by the Court.

In accordance with 19.2-354 and 19.2-354.1 where the court is informed that a defendant's sole financial resource is a Social Security benefit or Supplemental Security Income, the defendant shall be exempt from making payments on fines and costs. Any restitution amount is NOT exempt from payment and is due as ordered by the court.

Community Service: a portion of your fine and costs may be discharged by performing community service. Community service cannot be performed in lieu of paying restitution owed. Only the Judge can authorize this request and it must be made in writing.

The defendant must promptly notify the court of any change of address during the term of the payment agreement.

Posted as required by the Supreme Court of Virginia and the Auditor of Public Accounts.