Suffolk Juvenile & Domestic Relations District Court Payment Policy for Fines and Costs

Pursuant to 19.2-354 of the Code of Virginia, the Suffolk Juvenile and Domestic Relations District Court has authorized the clerk to establish and approve conditions for all deferred payment agreements and installment payment plans, pursuant to guidelines established by the Court.

DEFERRED PAYMENT AGREEMENTS

- A $10.00 fee will apply to each Time to Pay Deferred Payment Agreement entered with the court.

- A date certain will be established for payment in full at the time a person enters a Time to Pay Deferred Payment Agreement. The person may make periodic payments during the deferred time but must pay the balance in full on or before the deferred payment "due by" date.

- A person who enters a Time to Pay Deferred Payment Agreement must inform the court of any change of mailing address during the term of the agreement.

INSTALLMENT PAYMENT PLANS

- An Installment Payment Plan is an agreement where in a person agrees to make a specified payment every 30 days until the court costs and fines are paid in full.

- A person may request an installment payment plan if he/she has unpaid court cost and fines.

DEFAULT OF DEFERRED PAYMENT/INSTALLMENT PAYMENT PLANS

- If a person has defaulted on a payment agreement, he/she may request for a new agreement. The court will consider if a new deferred or installment plan will be granted. If subsequent payment agreement is approved a down payment will be required. Down payment of 10% of their fines/costs owed are $500 or less or 5% or $50 (whichever is greater) if the fines/costs owed are more than $500.

COMMUNITY SERVICE

The Court may, AT THE DISCRETION OF THE JUDGE, for good cause shown only, as when the defendant is indigent or is otherwise unable to make meaningful payments be approved to have acceptable and properly verified community service work credited towards the defendant's obligation to pay fines and cost. To receive credit for community service work an individual must: (1) volunteer for a non-profit organization registered as a 501 (c) (3) with the Internal Revenue Service; (2) submit an original letter (copies not accepted) on the letterhead of the organization signed and notarized by a representative of that organization listing the dates the dates the volunteer service was performed; and (3) submit the letter to the Clerk's Office on or before the due date. The community service option is only available to discharge fines and cost and may not be used to discharge restitution.

Fines and cost will not be sent to collections unless they are still outstanding after ninety (90) days, except as required by law. No interest will accrue on any fines or costs imposed in a criminal case or traffic infraction for a period of one hundred eighty days (180) following final judgment, during any period of incarceration, and for one hundred eighty (180) days following the date of a defendant's release from incarceration if sentenced to an active term.

When a defendant's sole financial resource is a Social Security benefit or Supplemental Security Income, such defendant is exempt from making payments at least until such time that such defendant has a resource other than a Social Security benefit or Supplemental Security Income. If such defendant informs the court that his/her sole financial resource if a Social Security benefit of Supplemental Security Income, his/her case will not be referred to collections. No payment towards fines/cost will be taken from a Social Security benefit or Supplemental Security Income when the court is informed that a defendant receives either.

The payment options are check, money order, credit card or cash (in person). The defendant can pay online, by mail or in person. Payments can be made over the telephone. There is an additional 4% fee for using a credit card.