NOTICE OF PAYMENT ALTERNATIVES FOR FINES AND COSTS

If you are unable to pay fines and costs for the offense(s) of which you were convicted or other dispositions authorized by law, the Court offers you the opportunity to enter into a deferred payment plan, a modified deferred payment plan, or an installment plan to pay those fines and costs. No down payment is required to enter a deferred, modified deferred, or installment payment agreement. No inability to pay the fines and costs within 30 days of the sentencing date is required to be able to enter a deferred or installment payment plan agreement.

In lieu of monetary payment for fines or costs, you may perform community service to defray fines and costs. However, community service is not available to repay restitution, interest on restitution, and any collection fee for restitution.

Any payment which is received within 10 days of the due date shall be considered timely made.

No interest shall accrue on any fine or costs imposed in a criminal or traffic case for a period of 180 days following the date of final judgment imposing such fine or costs, during any period the defendant is incarcerated, and for a period of 180 days following the date of the defendant's release from incarceration if the sentence includes an active term of incarceration.

At any time during the duration of your payment plan, you may request the Court to modify your plan, which may be granted on a good faith showing of need. If you have defaulted on your payment plan, you may request the Court to grant a new payment plan. The Court may consider your change in circumstances in deciding whether to approve your request.

You may apply for a payment arrangement with the Henrico County Circuit Court Clerk's Office. If you make application for a non-guideline payment plan you must report to the Circuit Court Clerk's Office within 7 days of the submission of your application for a decision by the Court.

If your sole source of income is social security benefits (SS) or supplemental security income (SSI), you are NOT required to pay fines and costs until you have another source of income. However, any restitution that you have been ordered to pay is NOT included in this exemption and is due as ordered. (See VA Code Section 19.2-354).

Date: _____ Defendant: _____

Guidelines for Deferred and Installment Payment Plans for Unpaid "Fines and Costs" pursuant to Rule 1:24 of the Supreme Court and Sections 19.2-353.5, 19.2-354, 19.2-354.1, 19.2-355 of the Code of Virginia

-revised 07/01/24