

INSTALLMENT PAYMENT PLAN GUIDELINES AND PROCEDURES FOR COURT COSTS, FINES AND RESTITUTION.

In accordance with Virginia Code Section 19.2-354, unless otherwise directed by the Court, the following guidelines are established for the acceptance of a deferred payment and/or installment agreement for all fines, court costs and restitutions imposed by the Amelia County Circuit Court.

NON-DELINQUENT ACCOUNTS

(Accounts which have not been submitted to the Department of Taxation or the Department of Motor Vehicles for failure to pay fines, costs, or restitutions.)

All fines, costs, and restitutions shall be paid in full within thirty (30) days from the date of sentencing. If the defendant is unable to pay the fines, costs or restitutions in full, the defendant may initiate an installment agreement with the Clerk of this Court within thirty (30) days from the date of sentencing. The first installment shall be due within thirty (30) days of the date of the signed agreement. The conditions of each Installment Plan is determined case by case, assessing the specific financial conditions of a defendant, with a minimum monthly payment of \$25.00.

DELINQUENT ACCOUNTS

(Accounts which have been submitted to the Department of Taxation or the Department of Motor Vehicles for failure to pay fines, costs or restitutions.)

The defendant may enter into an installment agreement with the Clerk of this Court if the defendant has one or more delinquent accounts. The first installment shall be due within thirty (30) days of the date of the signed agreement. The conditions of each Installment Plan is determined case by case, assessing the specific financial conditions of a defendant, with a minimum monthly payment of \$25.00.

The Clerk shall not be required to accept an installment agreement for a defendant who has defaulted on two (2) or more previous installment agreements. Upon the second default, the matter will be referred to the collection agency, the Virginia Department of Taxation.

Unless otherwise directed, all payments made toward costs and restitution shall be first applied to the satisfaction of court costs, and subsequently applied to restitution, if any.