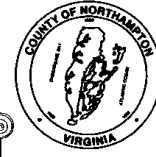




Clerk's Office
CIRCUIT COURT OF NORTHAMPTON COUNTY
Commonwealth of Virginia



Oldest Continuous Court Records in America

Hon. W. Revell Lewis, III
Resident Judge

Traci L. Johnson
Clerk of Court

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GUIDELINES FOR CONDITIONS OF
SIX MONTH DEFERRED PAYMENT PLAN
FOR NORTHAMPTON COUNTY CIRCUIT COURT

It is the policy of this court to allow 6 month deferred payment plans for accepted accounts upon written request. Please review the attached stipulations that are incorporated by reference with all Deferred Payment Agreements. In order for this court to process a Deferred Payment plan for you, we must have your original signature, your acknowledgement that you understand the driver's license suspension information and your completed deferred payment plan. Upon receipt and acceptance of the original agreement and your initial payment, we will activate your account. It is most important that you visit the Clerk's Office to begin the process. If you need special arrangements, please contact the Clerk's Office at 757-678-0465.

In person cash or money order payments may be made at the Clerk's Office. Visa, Master Card and Debit Cards are accepted for all criminal payments (plus a 4% convenience fee).

Deferred Payment Agreements are good for six months only. You must make regular and consistent payments throughout the six-month period to be eligible to renew the agreement (if it is not paid in full) before the expiration date. It is your responsibility to contact this office prior to the expiration date in order to renew it.

Should you have any questions, please call Northampton County Circuit Court at 757-678-0465 between the hours of 9:00 a.m. – 5:00 p.m.

PART I ACKNOWLEDGMENT OF SUSPENSION OR REVOCATION OF DRIVER'S LICENSE

I understand that I can avoid this suspension of my driver's license going into effect only if the Court actually receives payment in full of such fine, costs, forfeiture, restitution, penalty, and/or interest by the effective date of this suspension, and that I assume all risks in sending payment by mail. If payment in full is not received by the Court by the effective date, the suspension goes into effect and my license must be surrendered to the Court by that date.

I further understand that, if I am convicted of driving while my driver's license is suspended or revoked, I may be fined, sentenced to jail, or both.

I understand that upon suspension or revocation of my license, I may not operate a motor vehicle in the Commonwealth of Virginia until:

- (1) All periods of suspension imposed by any Court or the Department of Motor Vehicles have expired, AND
- (2) I have paid all unpaid fines, costs, forfeitures, restitution, penalties, and/or interest (if any) and the period of suspension (if any) has expired, AND
- (3) The Department of Motor Vehicles reinstates my license (if suspended) or issues a new license (if revoked) after:
 - (a) I have paid the reinstatement fee (if any) to the Department of Motor Vehicles, AND
 - (b) I have delivered a completed copy of the official report of the Court evidencing full payment, if my license was suspended for failure to pay fines, costs, forfeitures, restitution, penalties, interest, and/or VASAP fees. I understand that I must obtain this official report from the clerk's office of this Court or the Court where the case papers are filed, AND
 - (c) I have met all other administrative requirements of the Department of Motor Vehicles.

PART II ORDER AND NOTICE OF DEFERRED PAYMENT OR INSTALLMENT PAYMENTS

I understand that:

- (1) as a condition of this agreement, I must promptly inform the court of any change of my mailing address during the term of this agreement;
- (2) if the fines, costs, forfeitures, restitution, penalties, and/or interest are not paid in full by the date ordered, that the Court shall proceed according to the provisions of Virginia Code § 19.2-358, which state that a show cause summons or capias for my arrest may be issued;
- (3) the amount(s) set out in this Order and Notice may be administratively amended by the Clerk of this Court in the event additional costs should be assessed and if additional costs are assessed, that the clerk will forthwith issue a notice to me of the new total amount due by first class mail to my last address of record;
- (4) the Court or Clerk thereof may adjust the final payment date administratively, without further notice to me, for installment payment agreements, if I fail to make a scheduled payment or for deferred payments, if I fail to pay in full by the due date ordered, for the purposes of referring the account for action pursuant to Virginia Code § 19.2-349(A), or for extending the Court's available time to pursue action pursuant to Virginia Code § 19.2-358;
- (5) if the Court has ordered deferred or installment payments, I must make all required payments on time and if I fail to make a scheduled payment, my driver's license shall immediately be suspended forthwith pursuant to Virginia Code § 46.2-395; and
- (6) upon notification by a court that my license has been suspended pursuant to Virginia Code § 46.2-395, that the Commissioner of the Department of Motor Vehicles shall also suspend all of the registration certificates or license plates registered solely in my name and thereafter shall not issue any registration or license plates for any other vehicle that I seek to register solely in my name.
- (7) if the court does not receive payments as ordered, my case will be referred for collection enforcement action under §§ 19.2-349, 19.2-353.5, 19.2-358, 46.2-395, or 58.1-520 through 58.1-534 of the Code of Virginia and that if any part of the amount due remains unpaid, pursuant to § 19.2-358, I may be subject to a jail sentence of up to 60 days or an additional fine of up to \$500.00. If my case is referred for collection enforcement action under § 19.2-349, the amount I owe and that can be collected will be increased to reflect the additional costs associated with collection action.

This Order and Notice is provided to the Defendant pursuant to Virginia Code § 19.2-354. This Order shall not be spread on the Order Book of this Court.