

PAYMENT PLANS IN FALLS CHURCH COMBINED COURTS

Be aware that Time to Pay Plans (TTPs) have changed in Falls Church Combined District Courts. No longer does a defendant have to see a judge to get on a payment plan if certain conditions are met.

Deputy Clerks can authorize up to a 12-month TTP provided the Defendant:

- * Has not defaulted on a previous plan,**
- * Puts money down (5% if more than \$500 or 10% if less than \$500), and**
- * Signs a DC-210.**

Ensure the defendant knows that payments **MUST** be made on a monthly basis or the plan reverts to default status and they will be sent to Collections (17% fee added after Day 91 in default).

Defendants MUST see a judge if they:

- * Want Community Service,**
- * Want a TTP that extends beyond one year,**
- * They are currently in a default status, or**
- * Cannot put the requisite down payment on the TTP.**

Restitution is collected before fines and fees. A judge will order restitution as a one time or a monthly payment. You may extend the restitution due date to cover fines and fees based on a restitution order. *For instance – If a judge orders \$500 restitution be paid at \$100 a month and the defendant has \$200 in fines and fees... you can issue a TTP with the due date seven months out.*

If there is restitution due -- only cash, certified check, or money orders will be accepted for the restitution payment (no charges or personal checks). Ensure code (520) is assessed in FMS before payment.

Approved by Hon. Chief Judge R. Frances O'Brien on 10/4/19