



# COMMONWEALTH of VIRGINIA

ANNE M. WILLIAMS  
JUDGE

WARREN COUNTY GENERAL DISTRICT COURT  
One East Main Street  
Front Royal, Virginia 22630  
(540) 635-2335  
FAX # (540) 636-8233  
TDD USERS CALL VA RELAY CENTER  
1-800-828-1120

Lauren E. Jones  
CLERK

Effective July 1, 2024, the Warren County General District Court payment plan will be as follows:

A one-time fee of \$10.00 will be assessed per VA Code 19.2-354, unless time to pay needed is less than 90 days. **The Clerk cannot extend a restitution payment date, the defendant must file a request in writing and a financial form, and the Judge will grant or deny.**

If the defendant has defaulted on a previous TTP (Time to Pay) agreement or needs to extend an existing TTP agreement; the defendant must petition the court by filing a DC-211. All extensions will require a down payment and will be as follows:

**Amount of total fines and costs are \$500.00 or less, 10% down is required.**

**Amount of total fines and costs are \$501.00 or more, 5% or \$50.00 down, whichever is greater is required.**

Any defendant who cannot pay within 90 days is offered an alternate payment plan as outlined below:

## Deferred Payment Plans

**\$0.01-\$999.99- 6 months**

**\$1,000.00 and above-1 year**

Up to one half of your total fines and costs due to this court may be discharged by performing community service at the rate of \$9.50 per hour. Community service is not permitted for restitution owed. Please submit a request in writing to the Clerk's office, along with a financial affidavit. If your sole income is a social security benefit or supplemental security income, then you are not required to pay until you have another resource or income. As long as your sole income remains unchanged, your account will not go to collections. Please understand that any restitution that you may have been ordered to pay is NOT included in this exemption of payment and is due as the court ordered.