



Chief Judge
TANYA BULLOCK

COMMONWEALTH of VIRGINIA

Juvenile and Domestic Relations District Court

Judges
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DEBORAH M. PAXSON
WINSHIP C. TOWER
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Virginia: In the Juvenile and Domestic Relations District Court for the City of Virginia Beach

Time to Pay Agreements

Pursuant to §19.2-354 of the Code of Virginia, the Juvenile and Domestic Relations District Court for the City of Virginia Beach has the following guidelines in place regarding the performance of time to pay agreements between the Court and debtors:

- 1) Require the defendant to execute a district court form DC-210 (Acknowledgment of Suspension or Revocation of Driver's License) if unable to pay within 30 days;
- 2) The Court will assess a one-time \$10.00 fee to cover the costs of the installment, deferred payment;
- 3) As a condition of the agreement, the defendant must promptly inform the Court of any change of a mailing address during the term of the agreement;
- 4) The amount(s) listed in this agreement 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 the defendant of the total amount due by first class mail to the address of record;
- 5) If the Court has ordered deferred or installment payments, the defendant must make all required payments on the date required each month. The defendant cannot prepay in advance for future months. Payments are to be made monthly. You may however, pay more than the minimum amount due each month if you are able. Payments must be made to the clerk's office in person or via mail. The court does not accept payments over the phone, or online. Payments may be made with cash, check, money order, cashier's check, Visa or Master Card (4% charge applies on credit/debit card transactions).
- 6) If payments are missed while on a payment plan, the payment agreement will default and you must re-file to be placed back on the court's docket for the judge to reconsider a new plan.

- 7) If a defendant has entered into a deferred or installment payment, and he/she fails to make the full payment by the due date as agreed, DMV will be notified (5) five days after the due date. The defendant's driver's license or privilege to obtain a driver's license will then be suspended according to §46.2-395.
- 8) If the court does not receive fines, costs payments as ordered and not paid in full by the due date, the account will be referred for collections enforcement 40 days after the due date. This action will be taken under §19.2-349, §19.2-358 or § 58.1-520 through § 58.1-534 of the Code of Virginia.
- 9) If the case is referred for collection enforcement action under Va Code §19.2-349, the amount that you owe and that can be collected will be increased to reflect the additional costs associated with collection action.

Re: Guardian Ad Litem Payment Plans

Per an order in this court, the financial unit has the discretion to give the parties up to 120 days to pay their GAL assessment as follows:

30 days if less than \$100

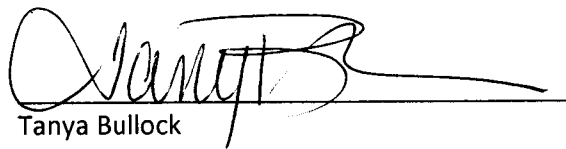
90 days if amount is less than \$500;

120 days if amount is more than \$500 for GAL fees.

If the party is asking for an extension beyond 90 days on an amount of less than \$500 or beyond 120 days on the amount more than \$500, the party will need to file a Motion with the court and to be approved by the Judge for an extension.

This order is effective July 1, 2015. It is posted in the Clerk's Office and provided to the Office of the Executive Secretary of the Supreme Court of Virginia for entry onto its website.

Entered this 1st day of July, 2015,
In the Juvenile and Domestic Relations District
Court for the City of Virginia Beach, Virginia



Tanya Bullock
Chief Judge