VIRGINIA:

IN THE CIRCUIT COURT FOR THE COUNTY OF HANOVER

IN RE: INSTALLMENT PAYMENT AGREEMENT GUIDELINES FOR COURT COSTS, FINES AND RESTITUTION

ORDER

Court costs, fines and restitution are due in full when judgment is pronounced. The Circuit Court Clerk's Office is authorized to accept agreements for the installment payment of court costs, fines and restitution on the following terms:

(1) The minimum installment payment the clerk's office may accept is $50.00 per month or the amount specified in a written restitution plan accepted by the court, whichever is higher. Court approval is required for monthly payments of less than $50.00, unless such an amount has been previously approved by the court.

(2) Payment agreements shall be completed using Supreme Court of Virginia form CC-1379 or its equivalent.

(3) The clerk's office is authorized to accept a new payment agreement in the event of default.

(4) The first installment payment is due at the time a new payment agreement is accepted if there have been two or more defaults on prior agreements.

(5) Unless otherwise directed, all payments shall be applied first to restitution, if any, until fully paid and then to court costs and fines.

ENTER: 6/29/15

JUDGE