



TIFFANY M. COUCH, CLERK  
MONTGOMERY COUNTY CIRCUIT COURT  
55 East Main Street, Suite 1  
Christiansburg, VA 24073

In Re: Collection of Fines and Costs

From: Robert M. D. Turk, Judge  
K. Mike Fleenor Jr., Judge  
Tiffany M. Couch, Clerk

Montgomery County Circuit Court has adopted the Virginia Supreme Court revised Rule 1:24 dated July 1, 2017, and the Code of Virginia 1950, as amended, §19.2-354.1 regarding the collection of court fines and costs.

- 1) You may petition the Clerk of this Court in-person, Monday through Friday, 8:30 a.m. to 3:30 p.m.
- 2) If your sole financial resource 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. Any restitution that you may have been ordered to pay is not included in this exemption of payment and is due as the court has ordered pursuant to the Code of Virginia 1950, as amended §19.2-354.1(J).
- 3) DOWN PAYMENTS: (required when an account that has defaulted)

AMOUNT OWED TO THE COURT

DOWN PAYMENT REQUIRED

Account not defaulted  
\$0 - \$499.00  
\$500.00 - \$1,499.00  
\$1,500.00 - \$1,999.00  
\$2,000.00 +

- \$0
- 10% of the Balance \$ \_\_\_\_\_
- \$50.00
- \$75.00
- \$100.00
- \$ \_\_\_\_\_

- 4) MONTHLY PAYMENTS:

AMOUNT OWED TO THE COURT

MONTHLY PAYMENT REQUIRED

\$0 - \$1,499.00  
\$1,500.00 - \$1,999.00  
\$2,000.00 +

- \$50.00
- \$75.00
- \$100.00
- \$ \_\_\_\_\_

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5) PAYMENTS shall be made timely and can be made via the following methods:

**ONLINE:** <https://eapps.courts.state.va.us/fmsOnline>

**PHONE:** (540) 382-5760, extension 7 option 1.

**IN PERSON:** using Cash, Check, Money Order, Visa, Master Card or American Express

**All Visa, Master Card or American Express transactions shall incur a 4% fee pursuant to the Code of Virginia 1950, as amended §19.2-353.3.**

**MAIL** using Check or Money Order made payable to Tiffany M. Couch, Clerk

**Payment Address:**

Montgomery County Circuit Court Clerk's Office  
55 East Main Street  
Suite 1  
Christiansburg, VA 24073

6) ADDRESS: As a condition of this agreement, I am required to promptly inform this Court of any change of my mailing address during the term of this agreement.

I HAVE READ, UNDERSTAND AND AGREE TO THE ABOVE REQUIREMENTS FOR A MONTHLY PAYMENT AGREEMENT WITH THE MONTGOMERY COUNTY CIRCUIT COURT CLERK'S OFFICE.

\_\_\_\_\_  
Defendant Printed Name

\_\_\_\_\_  
Defendant Signature

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
Defendant Address

\_\_\_\_\_  
Date

\_\_\_\_\_  
Deputy Clerk

Revised 7/24

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[www.montgomerycountyva.gov/circuitclerk](http://www.montgomerycountyva.gov/circuitclerk)  
OFFICE 540.382.5760 | FAX 540-394-3104