

## PAYMENT OPTIONS

### IN PERSON:

- Court Hours: Mon- Fri 8 AM- 4 PM
- Pay with cash, check, credit, debit card
- In person credit/ debit convenience fee is 3.0% (minimum fee is \$3)

### BY MAIL:

- Mail: PO Box 151 Rollingbay, WA 98061
- Checks only- do not mail cash
- List case/ticket number on check

### BY PHONE:

- Court Hours: Mon- Fri 8 AM- 4 PM
- Phone: 206-842-5641
- Pay with credit or debit over the phone
- Convenience Fee- 3.95% (minimum fee is \$3.95)

### ONLINE:

- [www.paygov.us](http://www.paygov.us) (3.95% convenience fee, minimum fee is \$3.95)
- Choose Bainbridge Is. Municipal Court
- Enter your case number or infraction number when you make a payment

### FINES IN COLLECTIONS:

If your fines have been referred to collections, you must contact the AllianceOne Collection Agency at 1-800-456-8838.

## MY FINES

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Fines must be paid in full within 60 days or be set up on a payment or community service plan with the clerk.

If you are of limited financial means, you may request a payment plan from the clerk or perform community service (\$15 per hour) towards certain fines.

Talk to the clerk about the options for payment plans and community service.

Failure to pay your fines will result in the fine being referred to collections where fees and interest will be added. It may also result in a suspension of your driver's license.

BAINBRIDGE ISLAND MUNICIPAL COURT

Mailing address: PO Box 151  
Rollingbay, WA 98061

Location address: 10255 NE Valley Road  
Bainbridge Island, WA 98110

Phone: 206-842-5641  
Fax: 206-842-0316

Website: [www.bainbridgewa.gov/court](http://www.bainbridgewa.gov/court)  
Email: [court@bainbridgewa.gov](mailto:court@bainbridgewa.gov)



## BAINBRIDGE ISLAND MUNICIPAL COURT

## FINES AND PAYMENT OPTIONS

## COURT POLICIES ON FINE PAYMENTS

### **Infractions**

You have 15 days to either pay your fine or request a hearing on your infraction. If you fail to respond or fail to appear at your scheduled hearing, a \$52 late fee will be added.

If you have a mitigation or contested hearing, any fine ordered must be paid within 60 days. A payment plan may be set up with the clerk if you need additional time.

If you fail to pay fines on infractions, a notice will be sent informing you that your fine will be referred to collections.

If you enter into a deferred finding, you may have 60 days to pay. If you fail to pay the \$200 deferral fee, the infraction will be found committed and you will owe the entire amount on the ticket plus the deferred finding fee.

### **Parking Tickets**

You have 15 days to either pay your fine or request a hearing on your infraction. If you fail to respond, a \$25 late fee will be added.

If you have a mitigation or contested hearing, any fine ordered must be paid within 60 days.

If you fail to pay fines on a parking ticket, a notice will be sent to the registered owner advising that the fine will be referred to collections. You may not be able to renew your tabs and registration if you have an unpaid parking ticket.

## COURT POLICIES ON CRIMINAL FINE PAYMENTS

### **Restitution**

Restitution obligations shall be paid to the court. The court clerk will send a check to the victim entitled to restitution. Any fines paid are credited to restitution first.

### **Fines for Pre-Trial Diversion Agreements**

All fines and costs must be paid by the end of the pre-trial diversion agreement. Monthly payments to the court are allowed. All fines must be paid in order for dismissal or reduced charge.

### **Fines and Fees for Deferred Prosecutions**

All financial obligations under a Deferred Prosecution should be paid by the end of the two-year treatment term. If more time to pay is needed, the defendant shall be set up a payment plan with the court. All fines and fees must be paid in order for successful completion of a deferred prosecution.

### **Fines Imposed at Sentencing**

All financial obligations imposed at sentencing shall be paid within 60 days unless a payment plan is set up with the clerk. Contact the clerk for more information. The clerk does not send monthly bills. If regular monthly payments are not made, the matter will be referred to collections.

### **Public Defender Fee**

Recoupment costs imposed shall be paid within six months. The clerk may set up a payment plan.

## PAYMENT PLAN THROUGH SIGNAL CREDIT

If you are unable to pay for your fines in the time allowed, you may apply for a payment plan with Signal Credit Services. A \$15 account set up fee is required and interest is charged. This may be an advantage if you have fines in multiple courts and want to make one payment. Signal Credit also sends monthly statements.

The application is available from the clerk or on the municipal court website: [www.bainbridgewa.gov/court](http://www.bainbridgewa.gov/court).

You may contact Signal Signal Management Services with any questions you have at (253) 620-2239.

## KEEPING YOUR ADDRESS UP TO DATE

It is very important that you keep your address up to date with any courts you have cases in and the Department of Licensing (DOL). The court and the DOL use that address information to contact you. If you don't update your address, you may be missing important notices that could adversely impact you. If you fail to respond to a court summons that is sent to an out of date address, a warrant could issue for your arrest.

You must contact the court and DOL to update your address in both places.

DOL: [www.dol.wa.gov](http://www.dol.wa.gov)

Court: [www.bainbridgewa.gov/court](http://www.bainbridgewa.gov/court)