

## MUNICIPAL COURT

Lakewood • University Place • Steilacoom • DuPont  
6000 Main Street SW • Lakewood, WA 98499  
Tel (253) 512-2258 • Fax (253) 512-2267  
Email [citycourt@cityoflakewood.us](mailto:citycourt@cityoflakewood.us)

### INFRACTION INFORMATION

#### **PAYMENT PLAN WITHOUT A HEARING:**

A time-payment agreement may be set up over the phone or by written request prior to a scheduled hearing. A written request for time payment must include your case/account number, full name, mailing address and phone number. You are encouraged to follow up with the court within 7 business days to verify your time payment was set up. You will be given 30 days to pay in full. If more time is needed, you may appear at the court counter to request an additional 60 days; traffic violations will be assessed an additional \$10 fee. An account may be set up with Court Payment Management Services (CPMS) prior to your due date.

Cash, check, money order, and debit/credit card are all accepted at the front counter **Mon-Fri between 8:30am-4:00pm**. **PLEASE NOTE COURT STAFF CANNOT ACCEPT PAYMENTS OVER THE PHONE.** You can make payments at [www.officialpayments.com](http://www.officialpayments.com) or 800-272-9829, select local fees, and use jurisdiction code 8002. Call the court 3 business days after payment to verify it was posted to your account.

#### **FINE REDUCTIONS WITHOUT A HEARING:**

The following issues may be addressed at the court's counter or in writing within 15 days from the violation date or PRIOR to your previously scheduled hearing:

- **Driving Without Insurance:** If proof of insurance covering the driver (*not the vehicle*) is filed then the following actions may be taken.
  - If policy in effect at time of violation, the charge will be dismissed upon payment of a \$25 fee.
  - If policy in effect after the violation, a finding of "committed" will be entered and the fine reduced based on the number of previous committed violations for the same offense:

1 <sup>st</sup> violation - \$150	6 <sup>th</sup> violation - \$400
2 <sup>nd</sup> violation - \$200	7 <sup>th</sup> violation - \$450
3 <sup>rd</sup> violation - \$250	8 <sup>th</sup> violation - \$500
4 <sup>th</sup> violation - \$300	9 <sup>th</sup> violation or more - no reduction
5 <sup>th</sup> violation - \$350	
- **Expired Vehicle Registration:** File renewed registration and if it was expired < 2 months the fine is reduced to \$100 or if it was expired > 2 months the fine is reduced to \$150.
- **No Valid Operator's License (1st offense):** File proof of a valid license and fine will be reduced to \$150.
- **Motor Vehicle Equipment Violations:** File proof of repair and fine will be reduced to \$100.

Other charges must either be paid, addressed at a court hearing, or addressed via **Written Request for Decision**, the form is available at [www.cityoflakewood.us](http://www.cityoflakewood.us) or at the court counter.

#### **CHARGES INELIGIBLE FOR REDUCTION:**

By statute, the judge may not waive, reduce, or suspend the fine for the infractions listed below. The charges will be found committed if a motion to dismiss is not granted at a contested hearing. No mitigation hearings will be set for these violations.

- **Speeding in School Zone**
- **Speeding in Construction Zone**
- **Passing Stopped School Bus**
- **Emergency Zone Violation**

See Reverse Side for Deferred Finding Information

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### DEFERRED FINDING

#### Eligibility

- You have not had a deferral in Washington State during the past seven years.
- You do not have a CDL or were not driving a commercial vehicle during the violation.
- You are not currently cited for Speeding in a School Zone, Passing a Stopped School Bus, Speeding in a Construction Zone, or Emergency Zone Violation. To request a deferral for one of these violations you must appear in person at a hearing or submit a written request to be reviewed by the judge.

#### Requirements

This charge **will not** be reported to the WA Department of Licensing (DOL), and will be dismissed if all conditions have been met:

- Pay the original fine amount (no reduction given for deferrals) within 30 days, or 90 days with an additional \$10 fee on traffic violations.
- You must not commit any new moving violations for the next six months.

If you do commit a moving violation within six months or fail to pay as agreed, then this charge will be reported to DOL and will go on your driving record.

If you prefer this option, please complete the information below and attach this consent form to your payment.

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

Infraction # \_\_\_\_\_

Address \_\_\_\_\_

Amount Owed \$ \_\_\_\_\_ Due in 30days

City/Zip Code \_\_\_\_\_

OR  (check for 90day payment plan with \$10fee)

Phone # (Incl Area Code) \_\_\_\_\_

Signature \_\_\_\_\_

Today's Date \_\_\_\_\_

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Clerk's Initials \_\_\_\_\_