

DEFERRED PAYMENT APPLICATION

Please complete this application. Incomplete applications may result in denial of your payment plan request.

PERSONAL INFORMATION

Name:

Date of Birth:

Address:

Phone:

Marital Status:

Number of Dependents:

PERSONAL REFERENCES (two personal references are required):

Name:

Relationship:

Address:

Phone:

Name:

Relationship:

Address:

Phone:

EMPLOYMENT INFORMATION

Employer:

Position:

Address

Phone:

Pay dates:

Hours/Week:

Last Check:

Income: \$

Expenses: \$

Assets: \$

If your income equals \$0, what is your means of support/survival?:

ACKNOWLEDGMENT & DECLARATION

I hereby certify the foregoing as being a complete and accurate statement of my current financial condition. I authorize Eugene Municipal Court to conduct a thorough investigation of my statement. I understand this investigation could include direct verification of all information given and the obtaining of records from credit reporting agencies. I am providing my social security number on a voluntary basis. I understand that I am not required to provide it and cannot be denied the right to pay in installments or be denied any other service solely for refusing to provide my social security number. If I provide my social security number, it may be used to verify my identification, credit and employment information or used for collections purposes. It is with this understanding and acknowledgment that I formally request an extension of time for payment of fines and court costs now due and payable to the Eugene Municipal Court.

I understand that my assessed fine(s)/fees are due IMMEDIATELY unless I am approved for a payment plan.

Defendant's Signature:

Date:

**EUGENE MUNICIPAL
COURT INSTRUCTION
SHEET**

REQUEST FOR DEFERRED PAYMENT OF FINES AND/OR FEES

You may request deferred payment on any fines and/or fees imposed by the Court. To do so, you must first complete the Deferred Payment application form. Do not leave any blanks. Please write legibly. Be sure to sign the completed form.

You will then meet with a Clerk for a determination of an appropriate payment schedule. The clerk will review and consider your financial situation when making a determination as to your payment. By filling out the attached Deferred Payment application you are authorizing the Eugene Municipal Court to verify any information recorded on the application. This may include, but is not limited to, authorizing your employer, and bank to release any otherwise confidential information necessary to accomplish verification. **Providing false information will result in a denial of your application.**

If you fail to make payments on time, or fail to meet with a Clerk concerning the designated payment schedule, you will be subject to all sanctions of the Court. These sanctions may include one or more of the following:

- If your case is a traffic violation, a request will be sent to Oregon Department of Transportation, Motor Vehicle Division to suspend your driving privileges (with an additional \$15.00 suspension fee)
- Failure to meet any due date may also be authorization to refer any delinquent amount to a collection agency for collection at your further expense.

You are required to comply with payment schedules. If you fail to make your payments, the Court will take the appropriate action to ensure payment. **Payment of these fines and/or fees must be a financial priority in your life.**

If you have any questions, please ask the clerk before you leave.

Defendant's Name (Print)

Defendant's Signature

Date