

Prescott Valley Court
7501 E. Civic Circle, Room 122
Prescott Valley, AZ 86314
(928) 772-8277

Window Hours: 8:00-4:30 Monday - Friday

You have received a traffic ticket. The information on this sheet will help explain your options. Your ticket may include up to 5 violations labeled A thru E. The violations may be CIVIL and/or CRIMINAL. Be sure you read both sides of your ticket **and** this sheet.

For more information on civil traffic violations visit www.azcourtpay.com or www.pvaz.net Wait 14 business days to contact the court.

If you have a **CRIMINAL/CRIMINAL TRAFFIC VIOLATION** you **must** appear in court on the date and time on your ticket. Your failure to appear may result in a **WARRANT** for your arrest.

CIVIL TRAFFIC VIOLATIONS may be paid on or before the court date on your ticket without having to appear in court; however, if the court does not **RECEIVE** your payment prior to your court date, and you do not appear on your court date, then your driver's license may be **SUSPENDED**.

Civil Traffic Violations

- Listed on the reverse side are some of the common violations together with the sanction amounts.
- If the violation code on your ticket is not listed below, then you must appear in court on the date and time on your ticket.
- If proof is required to reduce the sanction, then you need to photocopy the document and mail it along with a copy of your ticket and the reduced payment amount **together with the \$37.00 case processing fee**, and other amounts specified above.

Paying civil violations on your Ticket

If you do not want a hearing and wish to admit to the violation(s) follow the instructions below. You may pay:

Online – Visit www.azcourtpay.com and enter your complaint number.

In person/by phone - You may pay in person/by phone on or before your court date at the Prescott Valley Court Monday – Friday 8a – 4:30p.

By mail - You may pay by **check** or **money order** payable to Prescott Valley Court. **CREDIT CARDS** are accepted by completing the information in the next column. You **must** make sure the court **RECEIVES** your payment **on or before** the **court date**.

PROCEDURE FOR PAYING BY MAIL:

Find amount due for each civil violation using the enclosed “Civil Traffic Violations List.”

\$_____ First violation amount

\$_____ Second violation amount

\$_____ Third violation amount

\$_____ Fourth violation amount

\$_____ Fifth violation amount

\$ 37.00 Required – ADD case processing fee

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\$_____ TOTAL AMOUNT DUE

Sign the statement below, mail this sheet, a copy of your citation, and the **TOTAL AMOUNT DUE** to the court.

STATEMENT: “I hereby waive my right to a hearing and enter a plea of responsible for the violation(s) on the complaint. I do not wish to attend, or am not eligible to attend, Defensive Driving School.”

Signature

Mailing Address

Daytime Phone #

Method of Payment

____ Money Order enclosed

____ Check/Cashier's check enclosed

If paying by mail with credit card complete below

____ MasterCard *Exp. Date _____

____ Visa *Exp. Date _____

____ Discover *Exp. Date _____

____ American Exp. *Exp. Date _____

Card number _____

Card Holder's Printed Name _____

Card Holder's Signature _____

*Expiration date of card is required.

Civil Traffic Violations List

VIOLATION	AMOUNT	PTS
28-448A Address Incorrect.....	\$120	no pts
With Proof Updated.....	\$80	no pts
28-645A3A Disobey Traffic Device.....	\$186	DDS
<i>If you pay this violation, 28-645A3A, you will be required by MVD to attend Traffic Survival School as an additional penalty required by law.</i>		
28-651 Avoid Traffic Device.....	\$180	DDS
28-701A - Speeding		
01-10 miles over limit.....	\$133	DDS
(with accident).....	\$188	DDS
11-15 miles over limit.....	\$188	DDS
16-20 miles over limit.....	\$288	DDS
21-25 miles over limit.....	\$388	DDS
26 or more miles over.....	\$492	DDS
28-702.01A Waste of Finite.....	\$62	no pts
– DO NOT ATTEND DDS for Waste of Finite –		
28-721/724 Passing Violation.....	\$180	DDS
28-725 Passing on Left.....	\$180	DDS
28-726 Left of Center.....	\$180	DDS
28-729 Drive Off Roadway.....	\$180	DDS
28-730 Follow Too Close.....	\$180	DDS
28-751/754 Turn Violations.....	\$180	DDS
28-771/772 Right of Way.....	\$180	DDS
28-773/774 Fail to Yield.....	\$180	DDS
28-797F School zone.....	\$218	DDS
28-797H School zone with warning signs that base penalty doubles.....	\$318	DDS
28-851/856 Stop Violations.....	\$180	DDS
28-871/874 Parking Violations.....	\$105	no pts
28-884 Handicap Parking.....	\$130	no pts
28-907 Child Restraint.....	\$130	no pts
With proof of purchase or Acquisition.....		
28-909 Seat Belt.....	\$53	no pts
28-921/957 Equip Violations.....	\$105	no pts
28-955 Muffler Violations.....	\$218	no pts
28-2058A2B Fail to Transfer Title.....	\$120	no pts
With Proof of Transfer.....	\$80	no pts
28-2153A No Current Registration.....	\$120	no pts
With Proof Registered after stop.....	\$80	no pts
28-2158C Registration Not In Poss.....	\$120	no pts
With Proof Registered when stopped....	\$0	no pts

VIOLATION	AMOUNT	PTS
28-2532A Fail to Register Vehicle.....	\$584	no pts
With Proof Registered after stop.....	\$127	no pts
28-3151A No AZ Drivers License.....	\$127	no pts
With Proof got License after stop.....	\$87	no pts
28-3169A Drivers License not in Poss.....	\$127	no pts
With Proof of license when stopped.....	\$0	no pts
28-3475 Unauthorized Driver.....	\$180	no pts
28-4135 No Proof of Insurance.....	\$950	no pts
With Proof insured when stopped.....	\$0	no pts
<i>If there was no insurance coverage when stopped, then to qualify for a reduction of the sanction and to avoid suspension of driver's license/registration/plates, you must on your court date show the Judge the following: 1) proof of purchase of a six (6) month policy of insurance, and 2) MVD print-out of driving record reflecting no prior insurance convictions in 24 months, or only one prior within 36 months.</i>		

NOTES:

- **A \$37.00 case processing fee will be applied in addition to the fine** – see “Procedure For Paying” set forth elsewhere in these instructions.
- ***If you are under age 18 and are cited for ANY moving violation, and are found responsible (first conviction), or plead responsible, you will be required to attend traffic survival school (TSS) by the motor vehicle division (MVD) pursuant to law. If you are eligible for defensive driving school (DDS) and complete a class, the violation will be dismissed and you will not be subject to the requirement to attend TSS.***
- **“NO PTS”** means no points on driver’s license.
- **“DDS”** means violation is eligible for Defensive Driving School.

Attending Defensive Driving School (DDS)

For a **CIVIL TRAFFIC** violation you may be eligible to attend DDS. Eligibility is one (1) year from violation date to violation date. You may attend for only one (1) violation. Upon completion

of DDS the violation will be dismissed. You **must ENROLL & COMPLETE** the class 7 days **before your court date**, or you are obligated to appear in court at the date and time on your ticket. **CRIMINAL TRAFFIC** violations **DO NOT** qualify for Defensive Driving School.

IF YOU HOLD A COMMERCIAL DRIVERS LICENSE YOU ARE NOT ELIGIBLE TO ATTEND DDS.

To find out your eligibility or to enroll in a class contact any Defensive Driving School approved by the AZ Supreme Court.

A list of schools may be found by either calling (888) 334-5565 or going online to: <http://www.azdrive.com>

Requesting a Hearing (civil traffic only)

IF YOU REQUEST A HEARING YOU GIVE UP YOUR RIGHT TO ATTEND DDS.

For CIVIL TRAFFIC violations, you may deny responsibility on or before the appearance date and time on your ticket, by complying with Rule 10(B), AZCvTrP, “The defendant may deny responsibility by appearing in person or by notifying the court in writing. The defendant may, at the same time, tender the civil sanction listed in the court’s deposit schedule for civil traffic violations to insure that no driver’s license suspension will result from failure to appear.”

In Writing: Your written denial of responsibility **must** be received **on or before your court date**. If timely received, your plea will be entered and you will be notified of the date, time and location for your court hearing. If not timely received, a default judgment may be entered against you, a civil sanction imposed, and your privilege to drive **SUSPENDED**.

In Person: Appear on your court date.