

IMPORTANT NOTICE: Your failure to appear and / or pay fine/fee in full by the appearance date indicated on the bottom of your complaint will result in additional fees being added to a defaulted fine amount and your case may be turned over to a collection agency.

**TRAFFIC VIOLATION INFORMATION INSERT
GREEN VALLEY JUSTICE COURT
601 N. La Canada Dr. Green Valley, AZ 85614
(520) 648-0658**

**INFORMATION AND INSTRUCTIONS
FOR ATTENDING
DEFENSIVE DRIVING SCHOOL**

**INSTRUCTIONS FOR PAYING
THE FINE BY MAIL
(CIVIL TRAFFIC OFFENSES ONLY)**

You have just received a complaint for a traffic offense and are probably asking yourself “What do I do now?”

If you are a juvenile, you **must** appear on your court date with a parent or a guardian. Do not sign up for defensive driving school. You may be eligible, but must appear in court before enrolling.

If you were charged with a misdemeanor, **criminal or criminal traffic offense**, you must appear before a Judge on the APPEARANCE DATE listed on your complaint.

FOR ALL CIVIL TRAFFIC OFFENSES you may:

1. **PAY THE FINE BY MAIL** by following the instructions for PAYING THE FINE BY MAIL contained elsewhere on this insert.
2. **PAY THE FINE BY APPEARING** at the Court on the APPEARANCE DATE listed on your complaint.
3. **REQUEST A HEARING (TRIAL) BY MAIL** by following the instructions for SETTING A HEARING DATE BY MAIL contained elsewhere on this insert.
4. **REQUEST A HEARING (TRIAL) BY APPEARING** at the Court on your APPEARANCE DATE AND TIME listed on your complaint.
5. **ATTEND THE DEFENSIVE DRIVING SCHOOL** if you are eligible. For more information, read **INFORMATION AND INSTRUCTIONS FOR ATTENDING THE DEFENSIVE DRIVING SCHOOL** contained on this insert.

FAILURE TO APPEAR AND/OR PAY FINE BY APPEARANCE DATE on a **CIVIL** traffic complaint will result in a default judgment being entered against you. A civil fine amount will be imposed (the amount listed on the bond schedule). A \$20.00 time payment fee per ARS 12-116, a \$50.00 Default Processing Fee per Ordinance #1999-74 and Collection Fees will be added to the civil fine amount imposed. The Motor Vehicle Department (MVD) will be notified to SUSPEND YOUR DRIVERS LICENSE until the entire fine is paid.

FAILURE TO APPEAR by the APPEARANCE DATE AND TIME on a **MISDEMEANOR COMPLAINT** will result in a warrant for your arrest being issued and if criminal traffic, your license being suspended.

NO CONTINUANCE WILL BE GRANTED BY TELEPHONE

Note: IF THE “ACCIDENT” OR “COLLISION” BOX IS CHECKED ON YOUR COMPLAINT AND YOU WANT TO ATTEND DEFENSIVE DRIVING SCHOOL, YOU MUST REPORT TO THE COURT IN PERSON BEFORE ENROLLING.

You are eligible for the Defensive Driving School (ARS 28-3392) if:

1. You have received a civil traffic **moving** violation
2. You have NOT attended Defensive Driving School for a violation in the last 24 months (violation date to violation date)
3. You do NOT have a Commercial Driver’s License (CDL)

If you choose to attend school, you should enroll immediately. You must complete the course 7 days PRIOR to your court date shown on your complaint. Your court date is located on the complaint above signature/served line.

To enroll:

1. Call: 1-888-334-5565 or
2. On Line: <http://www.azdrive.com>

Have your ticket and a pen with you when you schedule a class. You will need to write down your instructions for attendance as well as provide important information off of your complaint.

On the day of the class bring your complaint, driver’s license or state issued identification and a money order made payable to the school you have registered with. If any of the three items are missing you will NOT be allowed to complete the class.

You **must complete the school** no later than 7 days PRIOR to the appearance date shown on the complaint.

You **MUST** provide a copy of your completion, to the court within 48 hours of your completion date.

Note: Only one moving violation will be dismissed upon completion of this school.

SEE OTHER SIDE FOR MORE INFORMATION

The following must be done on or before the APPEARANCE DATE written on the bottom of your complaint; just above your signature/served line.

1. Look at the middle of your complaint and find the **SECTION** number of the violation (example: 28-701). Match the violation to the **BOND SCHEDULE** on this insert to find the required bond amount (s). Write the bond amount on the “Bond Amount” line below and calculate the “Total Bond & Fee” due.

Bond Amount: \$ _____
Bond Amount: \$ _____
Automation Fee: \$ _____ + 18.50 _____
Total Bond & Fee: \$ _____

2. Read and sign the following statement: **“I wish to plead NO CONTEST to the charge(s) listed on my complaint. I am enclosing the amount listed on the bond schedule, plus the Automation Fee, and I DO NOT want a hearing/trial.”**

Sign Here _____

3. Complete the following information:

Complaint #: _____
Print Name: _____
Address: _____
City: _____
State: _____ Zip: _____
Phone: () _____

4. Write the complaint number on your check or money order, made payable to **GREEN VALLEY JUSTICE COURT**. Enclose this section along with a copy of your complaint and Total Bond & Fee payment in this envelope. Mail to: **GREEN VALLEY JUSTICE COURT, 601 N. La Canada Dr., Green Valley, AZ 85614**

Note: If you were cited with a criminal or criminal traffic offense you must appear at the court on the appearance date and time listed on your complaint. If you fail to appear a warrant will be issued for your arrest.

Cash, check and credit card accepted for fines/fees that are not in a default/warrant status.

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**INSTRUCTIONS FOR SETTING
A HEARING (TRIAL) DATE BY MAIL
(CIVIL TRAFFIC OFFENSES ONLY)**

The following must be done on or before the APPEARANCE DATE listed on your complaint just above your signature.

1. Read and sign the following statement: **“I wish to plead NOT RESPONSIBLE to the charge(s) listed on my complaint. I understand that the court will notify me by mail, at the address listed below, of my civil traffic hearing (trial) date and time”.**

Sign Here: _____
Complaint #: _____
Print Name: _____
Address: _____
City: _____
State: _____ Zip: _____
Phone: (____) _____

Should you wish to avoid additional fees being assessed and a default judgment being entered if you fail to appear for your hearing, you may do the following:

2. Look at the middle of your complaint on the left hand side and find the **SECTION** number of the violation (example: 28-701). Match the violation to the **BOND SCHEDULE** on this insert to find the required bond amount (s). Write the bond amount on the “Bond Amount” line below.

Bond Amount: \$ _____
Bond Amount: \$ _____
Automation Fee: \$ _____ + 18.50 _____
Total Bond & Fee: \$ _____

3. Write the complaint number that is on the top left hand corner of the citation on your check or money order. Enclose this section along with a copy of your complaint and payment in this envelope.

4. Mail your plea & a check or money order payable to:

**GREEN VALLEY JUSTICE COURT
601 N. La Canada Dr.
Green Valley, AZ 85614**

NO CONTINUANCES WILL BE GRANTED BY TELEPHONE

ALL VIOLATIONS LISTED ARE CIVIL TRAFFIC VIOLATIONS. STATE MANDATED SURCHARGES ARE INCLUDED IN THE AMOUNTS LISTED.

**SPEEDING
BOND SCHEDULE**

**SPEED VIOLATIONS
28-701A (No Accident), 28-702.01C, 28-702.04B**

| Miles over posted speed limit | Bond Amount |
|-------------------------------|-------------|
| 01 thru 10..... | \$ 158.00 |
| 11 thru 15..... | \$ 206.00 |
| 16 thru 20..... | \$ 225.00 |
| 21 thru 25..... | \$ 245.00 |
| 26 thru 30..... | \$ 258.00 |
| 31 and over | \$ 379.00 |

| | |
|--------------------------------------------------|-----------|
| 28-701A (accident, Greater than R & P) | \$ 165.00 |
| 28-701E (Less than R &P) | \$ 164.00 |

*28-702.01A (Waste of Finite Resource) \$ 60.00
* 1 thru 10 miles over 55 posted limits on highway (waste of finite resource) is a civil traffic violation. No points are placed on your driving record.

SPEED IN CONSTRUCTION ZONE

| | |
|------------------------------------------------|-----------|
| 28-710A (no workers in construction zone)..... | \$ 339.00 |
| 28-710B (workers in construction zone)..... | \$ 655.00 |

NOTE:

IF YOU HAVE BEEN CITED FOR 28-645A3A OR 28-647 (RED LIGHT VIOLATIONS), OR ARE UNDER AGE 18 (FIRST OFFENSE) AND ARE CITED FOR ANY MOVING VIOLATION, AND YOU PLEAD OR ARE FOUND RESPONSIBLE FOR THE VIOLATION BY THE COURT, YOU WILL BE REQUIRED TO ATTEND A TRAFFIC SURVIVAL SCHOOL (TSS) CLASS BY THE MOTOR VEHICLE DIVISION (MVD) PURSUANT TO THE REQUIREMENTS OF THE ARIZONA REVISED STATUTES. IF, HOWEVER, YOU ARE ELIGIBLE FOR DEFENSIVE DRIVING AND COMPLETE A CLASS, THE VIOLATION WILL BE DISMISSED AND YOU WILL NOT BE SUBJECT TO THE REQUIREMENT TO ATTEND A TSS CLASS BY MVD.

SEE OTHER SIDE FOR MORE INFORMATION

MISC. CIVIL TRAFFIC BOND SCHEDULE

STATE MANDATED SURCHARGES ARE INCLUDED IN THE AMOUNTS LISTED.

| | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|
| 28-448A | \$ 156.00 |
| 28-644A1 & 28-644A2. | \$ 188.00 |
| 28-645A1A, A1B & A2B | \$ 155.00 |
| 28-645A3A | \$ 283.00 |
| 28-721A & B thru 28-733. | \$ 187.00 |
| 28-751 thru 28-774. | \$ 187.00 |
| 28-775A1 & 28-775A2 | \$ 283.00 |
| 28-776A | \$ 145.00 |
| 28-792A & 28-792B | \$ 187.00 |
| 28-793A thru 28-796C | \$ 156.00 |
| 28-797F. | \$ 185.00 |
| 28-797G. | \$ 199.00 |
| 28-797H & I. | \$ 293.00 |
| 28-851A thru 28-856.3. | \$ 187.00 |
| 28-873.1 thru 28-874C | \$ 91.00 |
| 28-884A | \$ 124.50 |
| 28-891A & 28-893A thru 28-897. | \$ 145.00 |
| 28-892 & 28-898. | \$ 155.00 |
| 28-903A thru 28-903D. | \$ 187.00 |
| 28-907A | \$ 124.50 |
| 28-909A1 & A2 | \$ 51.00 |
| 28-922 thru 28-954E. | \$ 169.00 |
| 28-955A, B, C & D. | \$ 216.00 |
| 28-956 thru 28-964C. | \$ 169.00 |
| 28-981.1 thru 28-983D2. | \$ 145.00 |
| 28-2153A. | \$ 166.00 |
| 28-2354 (all) | \$ 156.00 |
| 28-2532A & 28-2533A | \$ 582.00 |
| 28-3151A | \$ 166.00 |
| 28-3169A | \$ 156.00 |
| 28-4135A, B & C - 1 st Offence | \$ 948.00 |
| May be reduced to \$137 with proof of a six month insurance policy <u>and</u> a <u>DRIVER MOTOR VEHICLE RECORD</u> showing no violations within the past 24 months or one violation in the past 36 months OR may be dismissed by providing a valid identification card showing that insurance was in effect on the date of the complaint. | |
| 28-4139A | \$ 490.50 |

You may access general status information on your case by using the Public Access-Case Lookup feature of the Arizona Supreme Court website at <http://www.supreme.state.az.us/>.

**FOR FURTHER INFORMATION:
CALL (520) 648-0658 BETWEEN 9:00 A.M. AND 4:00 P.M., MONDAY THRU FRIDAY.**

Return Address: () Address Change

Complaint Number: _____

**GREEN VALLEY JUSTICE COURT
601 N. La Canada Dr.
Green Valley, AZ 85614**

Eff. 01/01/12