OPTION 1: PAY THE FINE BY MAIL

I hereby waive my right to a hearing, lose the privilege to attend Defensive Driving School, and do not have to appear in court.

The court will enter a responsible plea and will report the finding to MVD. Points may be assessed to your driving record for any moving violations.

Defendant Name (Please Print)

Address

City, State Zip Code Phone Number

Defendant Signature Date

Note: If you plead responsible for Red Light Violation, 28-645A or 28-647, Motor Vehicle Division (MVD) will require you to attend Traffic Survival School (TSS). However, if you are eligible for Defensive Driving School and complete the class, the violation will be dismissed and MVD will not require you to attend TSS.

COMPLAINT/CITATION NUMBER

CHARGE	FINE AMOUNT
A.	$
B.	$
C.	$
D.	$
E.	$
Court Case Process Fee +	$36.60
TOTAL AMOUNT DUE	$

Method of payment – Payable to: South Tucson City Court
Pay by phone by calling 520-917-1568

☐ Money Order ☐ Cashier's Check ☐ Check
☐ MasterCard ☐ Visa

A $35 fee will be added for returned checks for non-sufficient funds.

Credit Card Number

Credit Card Verification# | | | | (on back of card)

Expiration date_____/_____ Billing Zip Code _____

Cardholder Name (Please Print)

Cardholder Signature (Required)

Detach and Mail this page with a copy of your complaint in the envelope provided.

OPTION 2: ATTEND DEFENSIVE DRIVING SCHOOL (DDS)

Arizona statutes allow you to remove one traffic violation from your driving record every two years by completing Defensive Driving School (DDS). You must enroll and complete DDS seven (7) days prior to the court date listed on your complaint.

To determine eligibility, go to
http://www.supreme.state.az.us/driveschoolinfo/
Or call 1-888-334-5565.

OPTION 3: REQUEST A HEARING BY MAIL

If you choose to deny responsibility for the violation(s) you may request a court hearing by mail. We must receive your request on or before the court date listed on your complaint.

If you request a hearing you give up the option of attending Defensive Driving School (for that violation).

Read and Sign the following statement: I plead NOT RESPONSIBLE to the charge(s) listed on my complaint and request the court set a hearing date. I give up my option to attend Defensive Driving School. I understand that my failure to appear at the hearing may result in a default judgment for all civil charges and driver license suspension.

You will be contacted by mail notifying you of the date and time of your scheduled hearing. It is your responsibility to keep your address current with the Court.

COMPLAINT/CITATION NUMBER

Defendant Name (Please Print)

Defendant Signature Date

Address

City State Zip Code

Phone Number

Detach and Mail this page with a copy of your complaint in the envelope provided.

Traffic Violations

INFORMATION INSERT AND PAYMENT FORM

South Tucson City Court
1601 S. 6th Ave
Tucson, AZ 85713
PHONE# (520) 917-1568
Website: www.southtucson.org

Business Hours
Monday – Friday, 8 a.m. – 5 p.m.
Payments accepted until 4:30 p.m.

Read this information carefully.
You may be able to resolve your complaint without having to appear in court.

1. If you are charged with a Criminal Traffic, Criminal, or Petty Offense, you MUST appear before a judge at the date and time listed on your complaint. Failure to appear will result in a warrant for your arrest being issued and your driving privileges being suspended.

2. If you are a juvenile (under the age of 18) you MUST appear with a parent/guardian on your court date.

   The following information is available online, see courts webpage at: www.southtucson.org

3. If you are an adult charged with only civil traffic violation(s), you may:

   A. Pay the fine(s): See Option 1.

   B. Attend Defensive Driving School: See Option 2.

   C. Request a Hearing: See Option 3.

   Failure to appear and/or pay the fine by the appearance date for any Civil Traffic violations will result in additional fees added to your fine, your driving privilege and vehicle registration will be suspended and your case will be turned over to a collection agency, which will result in additional fees.

Instrucciones en español al reverso

12/03/14