

## JEROME MUNICIPAL COURT

PO BOX 335 - 600 Clark Street 3<sup>rd</sup> Floor  
Jerome, Arizona 86331

Phone: 928-649-3250 Fax: 928-634-5462

**Open: Tue. Wed. Thu. 8:30am – 3:30pm**

Website: Jerome Municipal Court

Effective **01/01/2019**

[jeromemuni@courts.az.gov](mailto:jeromemuni@courts.az.gov)

### IMPORTANT READ THIS FIRST

Please read this document thoroughly. It will explain your options and save you time.

Please wait 5 days for electronic processing before you attempt to pay your citation online. You may want to call before coming into the Court to be sure we are open due to our limited availability.

The Cited person MUST contact the Court in person or if eligible, complete the options below, and plea to the Court before or on the date and time indicated on your citation. (appearance date). This is NOT a "hearing date". Call the Court for further clarification and information.

*Extension requests must be in writing before your appearance time.*

The violation box on your citation contains your charge(s) and will be listed as either civil traffic, criminal traffic or criminal. If the charge is **criminal traffic, you MUST appear on your court date and time.** If the charge listed is **civil traffic**, your options will be detailed within this document.  
**JUVENILES:** *If you are under 18 years of age, your parent or legal guardian MUST appear in person at the Court.*

**NOTE:** You may pay online, or by mail or appear in person at the Court **BEFORE** the appearance date and time to conclude your civil citation.

All defaulted citations are subject to collection fees and sanctions, suspension of your driver's license in Arizona and/or your home state, AND the suspension of your registration. Your Arizona state taxes may also be intercepted.

### Option 1 – Pay your Fine

### Option 2 – Attend Defensive Driving School.

### Option 3 – Request a Hearing

### Option 1-A: PAY FINE ONLINE

IF you are eligible you may pay at: [azcourtpay.com](http://azcourtpay.com) (a \$5.00 flat fee is imposed). (US Funds only). (Not all citations will be eligible at this time.) If your citation includes a non-moving violation, you will not be eligible for this website. Contact the court no later than 1 week before your appearance date to obtain your case number for additional online/phone options.

### B: PAY FINE IN PERSON AT THE COURT

You may appear at the Court in person. The Court is located at 600 Clark Street, 3<sup>rd</sup> Floor, in Jerome.

**Court hours are Tuesday, Wednesday, Thursday, 8:30am-3:30pm, except holidays or mandatory training.**

Cash, check, money order or credit cards are accepted (fees apply). Drop box for after-hours payment is available inside Town Hall.

**NOTE: MUST PROVIDE EXACT CASH.**  
**NO CHANGE CAN BE MADE**

### C: PAY FINE BY MAIL

Enter a plea of responsible and pay the fine. If paying by mail, this form **must be received by the court** with your payment on or before your appearance date and time. We suggest allowing at least 5 days for mailed payment.

**How to pay:** Check, Money Order, or Cashier's Check made payable to Jerome Municipal Court. Be sure to **add the \$20.00 Court Fee** to the total fine amount of charges.

**Do not send cash in the mail. THIS SIGNED FORM MUST be returned to the court with payment** along with a copy of your complaint in an envelope, stamp and **mail** to:

**Jerome Municipal Court,  
PO BOX 335, Jerome, AZ 86331.**

**READ AND SIGN** the following statement: I waive my right to a hearing and enter a plea of responsible for the charges listed on the citation:

Signature: \_\_\_\_\_

**NOTE: Mail option *not available* if you are under 18 years of age your parent or legal guardian MUST appear in person at the Court.**

**Must include a copy of your citation** to insure timely processing. Enter the Charge(s) from your citation and fine amount on the citation or see fine schedule on the back page. Enter below.

	FINE AMOUNT
<b>Mandatory \$20.00 Court Fee</b>	<b>\$ 20.00</b>
Charge A _____	\$ _____
Charge B _____	\$ _____
Charge C _____	\$ _____
Charge D _____	\$ _____
Charge E _____	\$ _____
<b>\$20 Time Payment Fee, if applicable</b>	\$ _____
<b>\$70 Default Fee per charge, if applicable</b>	\$ _____

**GRAND TOTAL \$ \_\_\_\_\_**

If you want a return receipt include a self-addressed and an appropriately stamped envelope.

**IMPORTANT NOTICE: ALL CITATIONS MUST BE RESOLVED BY THE APPEARANCE DATE AND TIME.** *If your court date has passed even by 1 day, you MUST add the \$70 Default Fee per charge and the \$20 Late Fee. Pay the Grand Total amount under the Fine Amount Column.*

### D: To Request Time Payments

**ALL** requests for a payment contract **MUST be in writing NO EXCEPTIONS** in person, mail or email, 1 week prior to your appearance date to allow proper processing time. For email requests you will need to be able to print and re-scan as a PDF.

There is a mandatory \$20.00-time payment fee added to your citation.

Contact the court for forms and minimum monthly payment amounts. Court email address:

[jeromemuni@courts.az.gov](mailto:jeromemuni@courts.az.gov)

## Option 2 – Attend Defensive Driving School (DDS)

Call the Court first immediately for an extension and approval. **If you AND your charge are eligible and you chose to attend a defensive driving school to avoid points on your license, you must complete the class seven days prior to your appearance or if applicable your extension date.**

Violations **bolded and underlined** (ARIZONA REVISED STATUTES (ARS) in the Fine Schedule on this form are eligible for Defensive Driving School only. **Town Code violations are not eligible.**

### For More Information:

<http://www.azdrive.com>

**888-334-5565**

**DDS NOTICE:** Failure to appear or to complete the defensive driving class or to respond back to the court will result in the assessment of the \$20.00 late fee. Your driver's license may be suspended, and additional monetary penalties could apply.

## Option 3 – Request a Hearing

Contact the Court no later than 1 week before your appearance date for further instructions.

**You MUST post a bond equivalent to the total amount of your citation or complete a financial affidavit to have the bond waived.**

The purpose of the hearing is to contest the charge(s), NOT to request a reduced fine.

**JUVENILES:** If you are under 18 years of age your parent or legal guardian MUST appear in person at the Court. The juvenile must be accompanied by parent or legal guardian for all Court appearances.

### ARIZONA REVISED STATUTES (ARS) BOLDED are eligible for DDS

**IN ADDITION TO THE FINE YOU MUST ADD  
THE MANDATORY \$20.00 COURT FEE  
TO THE TOTAL.**

**28-448** \$130.00 + Court Fee \*\*  
**28-644** \$190.00 + Court Fee

**28-701A** FTC speed to avoid an accident:  
\$190.00 + Court Fee

**28-701A, 28-702.04B, 28-701.01C** without an accident:

1-10 mph over limit \$140.00 + Court Fee  
11-15 mph over limit \$190.00 + Court Fee  
16-20 mph over limit \$290.00 + Court Fee  
21-25 mph over limit \$390.00 + Court Fee  
26+ mph over limit \$493.00 + Court Fee

**28-727** \$190.00 + Court Fee  
**28-891** \$130.00 + Court Fee  
28-907 \$137.00 + Court Fee  
28-909 \$66.00 + Court Fee  
28-955 \$226.00 + Court Fee

28-2153A, B \$137.00 + Court Fee \*\*  
28-2158C \$137.00 + Court Fee \*\*  
28-2532 \$582.00 + Court Fee \*\*  
28-2266C \$130.00 + Court Fee \*\*  
28-3151A \$137.00 + Court Fee \*\*  
28-3169A \$137.00 + Court Fee \*\*  
28-3475 \$190.00 + Court Fee  
28-4135 see panel on Right  
28-4139 \$493.00 + Court Fee

**IN ADDITION TO THE FINE YOU MUST ADD  
THE MANDATORY \$20.00 COURT FEE TO  
THE TOTAL.**

\*\* May be a reduction with proof, call Court for further information. Contact the Court for all other charges not listed here. Some charges may not be eligible for dismissal per AZDOT MVD policy.

### Town Code Violations

**Not Eligible** for DDS  
(No MVD Points are assessed)

**IN ADDITION TO THE FINE YOU MUST ADD  
THE MANDATORY \$20.00 COURT FEE TO  
THE TOTAL**

#### Section 10-1-13

Noise \$138.00 + Court Fee  
Excessive Noise \$238.00 + Court Fee

#### Section 12-1-2D

Speed 1-10 \$208.00 + Court Fee  
Speed 11-15 \$258.00 + Court Fee  
Speed 16-20 \$358.00 + Court Fee  
Oversize Truck \$290.00 + Court Fee  
Passing / wrong way / stop-sign \$190.00 + Court Fee

**NO INSURANCE CITATIONS** ARS §28-4135 (a), (b) or (c) Effective 09-30-09

1st Conviction - \$938.00 fine, and 3-month suspension of driver's privilege, vehicle registration and plates

2nd Conviction - \$1,383.00 fine, and 6-month suspension of driver's privilege, vehicle registration and plates

3rd Conviction - \$1,828.00 fine, and 1-year suspension of driver's privilege, vehicle registration and plates.

**Failure to provide proof of insurance on or before your appearance date may result in a default status and the potential suspension of your driver's license. Contact the court ASAP for further instructions.**

**If you didn't have insurance at the time of the stop BUT purchased a 6-month policy and provide a 39-month MVD record the charge may not be dismissed only reduced. Dismissal is contingent on MVD record.**

**ALL registration charges are NOT dismissible only reduced with proof, per AZDOT MVD policy.**