

## RESTITUTION PLAN

Defendant Name: \_\_\_\_\_

Case #: \_\_\_\_\_

Defense Attorney: \_\_\_\_\_

Sentencing Judge: \_\_\_\_\_

Sentencing Date: \_\_\_\_\_

**Restitution is due to the following person(s) and/or organization(s):**

1) Name: \_\_\_\_\_  
Amount due this victim: \$ \_\_\_\_\_

2) Name: \_\_\_\_\_  
Amount due this victim: \$ \_\_\_\_\_

3) Name: \_\_\_\_\_  
Amount due this victim: \$ \_\_\_\_\_

**TOTAL RESTITUTION DUE: \$ \_\_\_\_\_**

If ordered by the Court, interest will be assessed at the legal rate on the principle restitution amount due and if ordered, will begin to accrue on the day of sentencing, unless the Court shall order otherwise, pursuant to §19.2-305.4 and §6.2-302 of the Virginia Code, as amended.

**Each payment shall be made by the following schedule:**

A. Monthly: Due the \_\_\_\_\_ day of each month.

Each payment shall be in the amount of \$ \_\_\_\_\_, beginning 30 days from the date restitution is ordered, unless otherwise stated in the Court's order. These payments shall continue until **paid in full**.

B. Other: \_\_\_\_\_

**\*\*\*CREDIT CARDS AND PERSONAL CHECKS ARE NOT ACCEPTED FOR RESTITUTION PAYMENTS\*\*\***

Restitution payments are to be made by cash, money order, or cashier's check. Money orders and cashier's checks are to be made payable to the "Clerk of the Circuit Court". Payment can be paid at or mailed to:

**Clerk of the Circuit Court,  
Criminal Division, Suite 409  
4110 Chain Bridge Road  
Fairfax, Virginia 22030**

In the event the victim (person, business or firm) referenced above changes their address without notice to the Court, any restitution payment made shall be applied first to the court costs. After court costs are paid in full, any future payments may be paid to the Commonwealth of Virginia.

**Penalties for failure to comply with this restitution plan:**

1. Immediate suspension of your drivers' license until restitution is paid in full.
2. Report your case to the Department of Taxation for set-off against any tax refund.
3. Report your case to the Department of Taxation, Court Debt Collections for further collection efforts. Pursuant to §19.2-349, if reported, a collection fee of 17% will be assessed against your case.
4. Issuance of a Show Cause, Capias or Bench Warrant (by discretion of a Circuit Court Judge).
5. A judgment may be entered against you and any property you own.

**The Defendant certifies that he/she has the means to comply with the terms of this plan and understands the penalties for failure to comply with them.**

\_\_\_\_\_  
Defendant's Signature

\_\_\_\_\_  
Date

**NOTE: All restitution plans must be accompanied by a Victim Information Sheet for each victim or they will not be accepted by the Court.\*\***

Original (Court)

Green (Probation)

Yellow (Commonwealth Atty)

Pink (Defense Atty)

Goldenrod (Defendant)