

# Fairfax Circuit Court

## METHODS OF PAYMENT

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### CRIMINAL DIVISION - 4 EASY WAYS TO PAY

Whether you have established a Payment Plan Agreement with the Court, or prefer to pay all your Fines, Costs and/or Victim Restitution at one time, methods of payment include:

- 1) **Cash:** Paid at the Court Only (Please DO NOT send cash payments by mail.)
- 2) **Money Orders, Cashier's Checks and Certified Checks:**
  - Please make checks payable to **Clerk of the Circuit Court**.
  - Include the Defendant's **name** and **case number** on the payment.
  - If Restitution is owed, all payments will be applied first to Restitution. Once all Restitution is paid in full, payments will be applied to Court Costs.
  - If paying by mail, please include a self-addressed stamped envelope, if you would like a receipt mailed back to you.
- 3) **Personal Checks\*:** (**NOT** accepted for **Victim Restitution Payments** and **will be returned if Restitution is owed.**)
  - Your name and address must be *pre-printed* on the check by your financial institution (i.e.: no "starter checks" accepted).
  - Address on the check must be the same as the address on your identification.
  - Third-party checks are NOT accepted.
  - Please make checks payable to **Clerk of the Circuit Court**.
  - Include the Defendant's **name** and **case number** on the payment.
  - If paying by mail, please include a self-addressed stamped envelope, if you would like a receipt mailed back to you.
- 4) **Visa/MasterCard\*:** (**NOT** accepted for **Victim Restitution Payments**)
  - Payments can be made on-line at:  
[WWW.CITEPAYUSA.COM](http://WWW.CITEPAYUSA.COM) or [WWW.MOBILE.CITEPAYUSA.COM/?AGENCY=FAIRFAXCC](http://WWW.MOBILE.CITEPAYUSA.COM/?AGENCY=FAIRFAXCC)
  - 4% of the amount charged will be assessed as a service fee.

\* *Personal Checks / Visa and MasterCard payments will not be accepted from anyone, or on anyone's behalf, who has been convicted of any type of fraud pursuant to §19.2-353.3 of the Code of Virginia, as amended, such as:*

- Check/Credit Card Fraud or Forgery
- Embezzlement
- Obtaining Money or Property under False Pretense
- Grand Larceny Check/Credit Card

**For more information on Payment Plan Agreements, or to obtain a current balance:**

**BY PHONE:**

703-691-7320 (press 3, then 2)  
Monday – Friday 8:00am – 4:30pm

**BY MAIL:**

Fairfax Circuit Court  
4110 Chain Bridge Road  
ATTN: Criminal Division- Suite 409  
Fairfax, Virginia 22030