



**SUPERIOR COURT OF CALIFORNIA
COUNTY OF STANISLAUS
TRAFFIC DIVISION**

Instructions for Request for Reduction of Fine and Order

This one-page request form gives you the ability to ask the Court to:

1. Reduce your fine without having to attend a Traffic Court hearing;
2. To allow one or more violations to be corrected with documentation you send to the Court;
3. To request Traffic School, in addition to receiving a reduction in your fine.

In order to be eligible for this program, the following conditions must all be met:

1. You have not gone to Court on this case, entered a plea and received a Court order.
2. Your case must be timely. "Timely" means your appearance or hearing date is very recent, or is set for a date in the future.
3. You cannot have a Failure to Appear DMV hold on your license due to this case.
4. Your case cannot be in a Failure to Pay, in collections, or on a payment plan status.
5. If you are a juvenile, your parent or legal guardian must sign a parental consent form to allow you to take this action.

Steps for completing form:

1. **Enter violation code sections.** This information can be found on your citation or Traffic Court Reminder Notice.
2. **Read section #2** regarding information about reductions.
3. **Read section #3** if you have a proof of correction to be considered, you must attach documentation
4. **Read sections #4 and #5** on this form so you are aware of your rights, and what you will be acknowledging by signing this form.
5. **Complete the signature, date, DOB, and address information**
6. **Read last paragraph regarding Traffic School;** mark the section if you are requesting Traffic School.

Submit your form in person or mail it to Traffic Court: 2260 Floyd Avenue, Modesto, CA 95355

There is a drop box available on an outside door if you prefer to drop it off at our location.

Important Information:

1. **Do not send money for payment until you receive a copy of your order in the mail.**
2. **The Court will let you know how much to pay.**
3. If approved, you will have 60 days to pay your ticket, or 90 days if you take traffic school.
4. Payment Methods – online at www.stanislaus.courts.ca.gov or by check, money order or cashier's check sent by mail or drop box.
5. Be sure to send any proof of corrections with your form or it will not be allowed as a correction.
6. If your fine is more than you are able to pay, you can file a Request for Order packet to request additional relief due to a financial hardship. Forms are on the Court's website at www.stanislaus.courts.ca.gov

If your request for reduction was denied:

The Court will add a page to your order, and will specify why you were denied. Review Attachment A – Additional Orders form for specific reasons. You may resubmit a new request if you were denied due to missing documentation.

If you have questions, you can contact the clerk's office by phone (below) or by email at traffic.requests@stanct.org

SUPERIOR COURT OF CALIFORNIA, COUNTY OF STANISLAUS Traffic Division 2260 Floyd Avenue Modesto, CA 95355	FOR COURT USE ONLY
PEOPLE OF THE STATE OF CALIFORNIA VS. DEFENDANT:	
REQUEST FOR REDUCTION OF FINE & ORDER	CASE NUMBER: <i>Citation Number:</i>

- I am the defendant in this case and I have been charged with the following infraction violation(s) that do not require me to go into court: See citation or Traffic Court Reminder Notice for violation code sections, i.e.: "VC22350 or VC22349(a)"
Count 1: VC _____ Count 2: VC _____ Count 3: VC _____ Count 4: VC _____
- I understand that this case must not be in DMV hold status. I understand that if paying the fines would present a hardship, I must instead file a Request for Order and provide financial documentation or request a hearing.
- If my citation contains correctable violations, I understand I must have proof of correction within 30 days of the appear-by date, or any lawfully granted extension, to have the violation dismissed for a \$25 correction fee. For insurance violations under VC 16028, the violation will be dismissed for a \$25 correction fee only if there is proof of insurance on the date of the violation. Proof of insurance obtained after the date of the violation but before the appear-by date, or any lawfully granted extension, will be reduced to \$370 for the first offense and \$777 for the second offense.
- I understand that I have the following constitutional rights:
 - To confront and cross-examine all witnesses testifying against me;
 - To present evidence and to have the Court issue subpoenas to bring into court all witnesses and evidence favorable to me, at no cost to me;
 - To hire and be represented by an attorney at my own expense;
 - To proceed with a formal court trial before a judicial officer; and
 - To remain silent and not testify.
 - If I was charged with a misdemeanor, I understand I have the additional rights to a jury trial and to have counsel appointed for me if I cannot afford one. I also understand the District Attorney reduced to that an infraction and I am not electing to proceed on the misdemeanor.
- By signing below, I acknowledge that I have I have read and understand the explanation of my constitutional rights. I am aware that if I plead guilty or no contest, I will be giving up all of these rights. I understand that if I am a juvenile, I must have a consent form signed by a parent/legal guardian. I affirm I have not been promised anything in exchange for this plea. I am pleading no contest and am aware that means the court will find me guilty.

 (SIGNATURE OF DEFENDANT) (DATE) (DOB) (ADDRESS, CITY, STATE, ZIP CODE)

____ If I have an eligible violation and I am otherwise eligible, I elect to attend traffic school A non-refundable administrative fee required by law of \$52.00 will be added to the total amount due. I acknowledge a completion of certificate from the school must be received by the court within 90 days from the date this order is approved. I understand that I am bound by the policies and deadlines detailed in the Traffic School information I will be sent.

For Court Use Only:

____ Defendant's submission is considered. Plea is accepted. Defendant found guilty. The fine(s) is:
 Count 1: VC _____ Count 2: VC _____ Count 3: VC _____ Count 4: VC _____

____ Defendant's submission is considered. Defendant's request is denied without prejudice.

____ Refer to "Attachment A—Additional Orders" for the judicial order.

Total due: _____ Due by: _____ Traffic School Completion Date: _____

Date: _____ Judicial Officer: _____

**SUPERIOR COURT OF CALIFORNIA,
COUNTY OF STANISLAUS
Traffic Division**

Minor: _____

Case # _____

**Parent/Guardian Authorization for
Juvenile Traffic Defendant's Action**

Juvenile Traffic Defendants MUST obtain Parent or Legal Guardian's written authorization to pay bail, request traffic school, or submit proof of correction to the Court. For traffic school, an 8 hour in person school is preferred, however, the course may instead be taken online due to the pandemic.

A copy of the **Parent/Legal Guardian's driver's license or picture ID MUST be provided** to the Clerk of the Court in order to proceed with these activities.

Permission to proceed with Traffic Court Proceedings is authorized by the minor's:

Please check:

Parent _____ Date: _____

or

Guardian: _____ Date: _____