

NAME, ADDRESS, AND TELEPHONE NUMBER OF DEFENDANT OR DEFENDANT'S ATTORNEY:	STATE BAR NUMBER	Reserved for Clerk's File Stamp
ATTORNEY FOR (Name):		
SUPERIOR COURT OF CALIFORNIA, COUNTY OF LOS ANGELES		
COURTHOUSE ADDRESS:		
DEFENDANT/PETITIONER:		
<input type="checkbox"/> PETITION AND ORDER TO REDUCE OR VACATE CIVIL ASSESSMENT <input type="checkbox"/> PETITION AND ORDER FOR AN ABILITY-TO-PAY DETERMINATION		CITATION NUMBER/ LEA:

Petition to Reduce or Vacate Civil Assessment – California Rules of Court, Rule 4.106

- If you receive a notice that the court has placed a hold on your license and a civil assessment has been added to your citation, you may request that the court reduce or vacate the assessment.
To make the request, you must file a petition with the court to lower or vacate the civil assessment.
- You must file a petition within 20 calendar days from the action date on the notice the court sent you.
- You do not need to pay anything to file this petition.

Note: A petition to reduce or vacate an assessment does not stay any order requiring payment of bail, fines, penalties, fees, or assessments unless specifically ordered by a judicial officer.

Petition for Ability-to-Pay Determination – California Rules of Court, Rule 4.335

- If you cannot pay your ticket, you may request that the court consider your ability to pay, lower your payment, vacate the amount you owe, get on a payment plan, and/or do community service (fees may apply).
- You are eligible if: (1) you are currently on an installment plan, (2) you are performing community service to satisfy your judgment, or (3) your judgment remains unpaid, including when your case is delinquent or in collections.
- You have the right to a review by a judicial officer. This request must be in writing and include any information you want the court to consider in making a decision.
- If an ability-to-pay determination has already occurred, another ability-to-pay determination on the same fines or penalties can be requested when there is a change in your circumstances.

Instructions: Complete and file this form and attach any additional information or documentation you wish the court to consider. (See Page 2 for more information.)

Check one: This is my first petition. I have submitted a petition before. (Please explain below.)

Reason for Petition/Change in circumstance:

- Additional sheets attached to this document.
- I want the court to make a determination based upon my declaration and supporting documents.
- I am requesting to go to court to appear before a judicial officer to be heard on this matter.

Reason you want to appear in court:

- Additional sheets attached to this document.

DECLARATION

I declare under penalty of perjury, under the laws of the State of California, that the information I have provided with this petition is true and correct.

Date: _____
Petitioner's Name (PRINT)
Petitioner's Signature

INFORMATION

- If you submitted the petition by written declaration, the court will respond to your petition in writing. Please allow up to four weeks for a response.
- If the court requires more information to make its determination, you will be notified in writing of the information needed or if necessary, a hearing date where you will be required to appear in court.

For Petition to Reduce or Vacate Civil Assessment:

- Provide the reason(s) and documentation for your failure to appear on the due date.

For Petition for Ability-to-Pay Determination:

- Provide the reason(s) and any documentation to support your request for an ability-to-pay determination.
- Provide any documentation to support your request, such as:
 - Proof of receiving any public benefits, such as CalWORKs, General Relief, CalFresh (food stamps), IHSS, SSI, etc.
 - Any recent statements for fixed monthly payments (car, rent, utilities, credit card/student/personal loans, child support, etc.)
 - Pay stubs, disability/retirement income, or any other source of income
 - Bank statements, W-2's, and/or income tax returns
 - Bankruptcy information
 - Work or family obligations or a disability that prevents you from completing community service

IMPORTANT: Once the judicial officer has made a ruling on your petition, the court will throw away any additional documentation you submit with this petition unless you request to have the documentation returned and provide a self-addressed stamped envelope with the proper postage attached.

ORDER

The Court has reviewed and considered the:

- Petition to Reduce or Vacate Civil Assessment. The court does does not find good cause for the failure to appear.
- Petition for Ability-to-Pay Determination.

The Court Now Orders:

- Good cause shown, the civil assessment is \$ _____ total. Civil assessment is vacated.
- The court reduces the fine to \$ _____. Due by _____.
- As to count(s): 1. _____ 2. _____ 3. _____ 4. _____ 5. _____.
- It is determined that the defendant's ability to pay is \$ _____ per month. Collections vendor/court staff to set up a payment plan with the defendant.
- Defendant may complete community service in lieu of paying \$ _____.
- Driver's license hold released for this citation.
- Sentence suspended. As to counts: _____ All counts.
- Petition is denied. All previous orders remain in full force and effect. No further proceedings on this issue.
- Matter is ordered set for an **Ability-to-Pay** hearing by the Clerk's Office. Defendant ordered to appear as directed. More information is needed regarding _____.
- _____

Date: _____

Judicial Officer

For Court Use

Ability-to-Pay Hearing: Your court hearing has been set as follows:

Date: _____ Time: _____ Dept.: _____ Court Location: _____

PROOF OF SERVICE

I certify that I am not a party to this case and that I served a true copy of the Order upon the defendant/counsel at the address shown above: by placing it in a sealed envelope with postage fully paid for collection and mailing, by the United States Postal Service, at the courthouse in _____, California. by personally providing a copy to the defendant.

SHERRI R. CARTER, Executive Officer/Clerk

Date: _____

By Deputy

SCAN THIS FORM AS: PETG (Granted) PETD (Denied) PETH (Hearing Set)