**IN THE MUNICIPAL COURT OF (City), TENNESSEE**

|  |  |
| --- | --- |
| CITY OF (Name of City),  *Plaintiff*  v.  *\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*  *Defendant* | Municipal Court  Case No: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Date Entered: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

**APPLICATION FOR PAYMENT PLAN REGARDING FINES, COURT COSTS AND LITIGATION TAXES**

The Defendant has been assessed the amount of $ in fines, court costs and litigation taxes in the above-named case. In accordance with TCA 55-50-502(j); (See Back) they are applying to the **(Name of City)** City Court for an order granting a payment plan for the assessed fines, court costs and litigation taxes in the case. The Court may revoke this order if the defendant fails to comply with the payment plan without a good cause.

This payment plan's first due date is on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 5th, 20\_\_\_\_\_with payments of $\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ and ending date is on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 5th, 20\_\_\_\_\_.

*Defendant Date*

*Clerk / Judge/ Official Date*

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*Defendant Date*

*Clerk / Judge/ Official Date*

ORDER GRANTING PAYMENT PLAN REGARDING FINES, COURT COSTS AND LITIGATION TAXES

Pursuant to TCA § 55-50-502(j), the Court/Court Clerk and the defendant have agreed to a payment plan in the amount stated for the assessed fines, court costs and litigation taxes in the above-named case until all such fines, court costs and litigation taxes are paid. You are, hereby, notified:

**Failure to timely make payments, as ordered by the court, results in the suspension of your license and the issuance of a restricted license; and**

**Any default on the payment plan, while you are issued a restricted license, results in the revocation of the restricted license and your driving privileges.**

**TCA § 55-50-502(j)(1):** The court shall require every licensee who is convicted of a driving offense and who does not pay the assessed fines and costs in full on the date of disposition to make payments pursuant to an installment payment plan.

**TCA § 55-50-502(j)(3):** A person may request and the court clerk shall grant modifications to a payment plan upon a change in the person's financial circumstances or upon good cause shown. If the request is denied by a deputy clerk, then the person may appeal the denial to the chief clerk. If a request for modification is denied by the chief clerk, then the person may petition the court for modification of the payment plan based upon a change in the person's financial circumstances or upon good cause shown.

**TCA § 55-50-502(j)(8):** The process described in this subsection (j) applies until the person fully pays the money owed the court or any outstanding fines or costs are waived by the court.

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