

REQUEST FOR PAYMENT PLAN

NAME: _____ DL#: _____
License Plate: _____ Citation(s): _____

Registered Owners have an option to enroll in an Indigent Payment Plan or a Non-Indigent Payment Plan. Proof of indigent status must be provided. Non-Indigent Payment Plan will not require proof. Please review Plan Terms and Conditions.

Indigent must provide one of the following:

- (A) Proof of income from current one month pay stub
Please provide your household size: _____. I am receiving the monthly income amount of \$ _____. (Documentation needed)

- (B) Verification of Benefits Form for Public Assistance or Award Letter for Social Security
 - () Employment
 - () In-Home Supportive Services (IHSS)
 - () Food Stamps
 - () General Relief (GR), County Relief or General Assistance (GA)
 - () Supplemental Security Income
 - () Medi-Cal
 - () California Work Opportunity (Cal Works)

- (C) If a person has no income or does not receive Public Assistance, a copy of their yearly earnings from the Social Security Department is required.

Non – Indigent Payment Plans - \$ 25 due at sign up

- Maximum number of Payment Plans per year is 2, and a maximum amount of fines and penalties enrolled is \$1,000 per year.

Indigent Payment Plans - \$5 due at sign up

- No limit of Payment Plans or fine amounts.
- Citations must be enrolled within 60 days of issuance or 10 days after hearing determination, whichever is later.
- Citation late penalties are removed at time of enrollment. Late penalties are reinstated if plan is not completed.

I certify that all statements are true and correct. Any false or incomplete information may subject me to forfeit my rights to a payment plan.

Signature: _____ Date: _____

Please return this form along with your supporting documents to: C/O Citation Processing Center P.O. Box 10479, Newport Beach, CA 92658-0479 or citationprocessingcenter.com.

FOR CITATION PROCESSING CENTER ONLY

Payment Plan: () Granted () Denied

Date: _____

Signature: _____

Non-Indigent Payment Plan Terms & Conditions

- Payment Plan available to the Registered Owner only.
- Registered Owner must present a valid government issued I.D. at the time of enrollment.
- Non-refundable processing fee of \$25 is due to the City of Lawndale upon enrollment.
- Registered Owner must make minimum monthly payments based on total amount enrolled in the Payment Plan.
- 1 monthly payment failure to make a payment by the due date, will result in the Payment Plan cancellation.
- Citations are not eligible for the Non-Indigent Payment Plan enrollment if the cited vehicle is currently towed or previously paid with a disputed credit card charge.
- Returned payments for any reason, will result in the Payment Plan cancellation.
- DMV registration hold will not be removed until the Payment Plan has been completed in full.
- A maximum of 2 Payment Plans and a combined total of \$1,000 of fines/penalties may be enrolled in a Non-Indigent Payment Plan within a calendar year per registered owner. Participant must complete outstanding Payment Plan prior to enrolling into a second Payment Plan.
- Rental Vehicles are not eligible to participate in this program.
- No citation re-enrollment, Payment Plan extensions, or revisions will be granted.

Indigent Payment Plan Term & Conditions

- Payment Plan available to the Registered Owner only.
- Payment Plan must be requested within 60 days of citation issuance or within 10 days of hearing determination, whichever is later.
- Non-refundable Payment Plan fee of \$5 due to the City of Lawndale upon enrollment.
- Required documentation to prove Indigent status must be received with application.
- Registered Owner must provide a valid government issued I.D. at the time of enrollment.
- Citation late penalties are removed at time of enrollment.
- Citation late penalties waived will be reinstated if the person falls out of compliance with the Payment Plan.