



## Centralized Court Collections

### Payment Plan Application

**Court Fees** are the costs of processing a case in court from the time a case is opened until a disposition is handed down or *disposed*. **Fines** are considered punitive or *punishment*. Court fees and fines are mandated by the State of Texas and become due upon sentencing.

Failure to pay fine and court costs as agreed may result in additional fees, denial of driver's license renewal, and jail time, should the court so order.

Acceptable forms of payment: personal check, cashier's check, money order, Discover, Mastercard and Visa. Convenience fees for electronic processing are \$3 and 3% for payments over \$100. Automatic bill payments may be set up through your bank or credit union.

- Defendants are required to report to the collections office to pay in full or request payments
- Applications are necessary to determine a payment amount that both the defendant and the court representative can agree to
- Contacts, references, and financial information is verified and documented to the court history
- Should you miss a payment, it is very important that we have a current phone number to contact you. Please list references and keep them up to date with the collection's office
- Interviews may take place in person or by telephone. During the interview, terms for payment will be established. Standard terms for the payment of the balance are established by the *Justices of the Peace*, the terms are: 50% payment within 48 hours, 80% payment within 30 days and 100% payment within 60 days.

Case Number(s): \_\_\_\_\_  
\_\_\_\_\_

The collections office is located on the 1<sup>st</sup> floor inside the Blackwell Thurman Criminal Justice Center.

509 West 11<sup>th</sup> St Room 1.300A  
Austin Texas 78701  
Telephone: 512-854-2400  
Office Hours: Monday – Friday 8:00am – 4:30pm

**Map and detailed instructions to the Blackwell Thurman Criminal Justice Center**  
**Parking is limited and by meter only.**



**Directions from Austin via I-35 North**

Take Exit 234C toward 6<sup>th</sup>-12<sup>th</sup> Sts  
Stay straight to go to N I35.  
Turn left onto 11<sup>th</sup> St  
Proceed towards Guadalupe St  
Office is on the left-hand side next to the Travis County Jail

**From Pflugerville via I-35 South**

Take Exit 234C toward State Capitol/12<sup>th</sup>-11<sup>th</sup> Sts.  
Proceed to the right-hand lane and turn right on W 11<sup>th</sup> St.  
Proceed towards Guadalupe St  
Office is on the left-hand side next to the Travis County Jail.

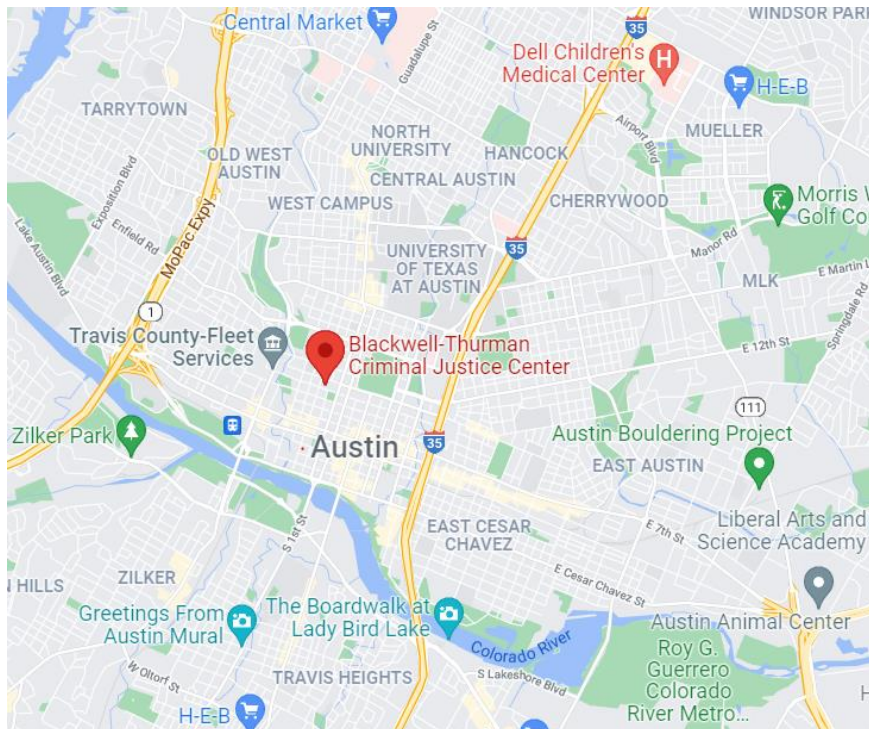
**From Cedar Park via HWY 183**

Travel South on HWY 183  
Merge onto I-35 S/US-290 W toward San Antonio.  
Proceed on to S Interstate 35.  
Take Exit 234C State Capitol/12<sup>th</sup>-11<sup>th</sup> Sts.  
Proceed towards Guadalupe St.  
Office is on left hand side next to the Travis County Jail.

**From South or West Austin via Mopac**

Take Mopac Cesar Chavez St  
Exit toward 5<sup>th</sup> St/Lake Austin Blvd  
Keep left to take the 5<sup>th</sup> St ramp/Keep right to take the 5<sup>th</sup> St ramp  
Turn right onto W 5<sup>th</sup> St  
Turn left onto West Ave 6. Turn right onto W 11<sup>th</sup> St.  
Office is on the right-hand side next to the Travis County Jail

**Mapa e instrucciones detalladas para el Centro de Justicia Criminal de Blackwell Thurman**  
**El estacionamiento es limitado y solo por medidor.**



**De Austin via autopista I-35 Norte**

Tome la salida 234C hacia 6th-12th Sts  
Siga derecho para ir a N I35  
Gire a la izquierda en 11th St  
Continuar hacia Guadalupe St  
La oficina está en el lado izquierdo al lado de la cárcel del condado de Travis

**De Pflugerville via autopista I-35 Sur**

Tome la salida 234C hacia State Capitol / 12th-11th Sts.  
Continue hacia el carril de la derecha y gire a la derecha W 11<sup>th</sup> St  
Continuar hacia Guadalupe St  
La oficina está en el lado izquierdo al lado de la cárcel del condado de Travis

**De Cedar Park via Hwy 183**

Manejar hacia el sur en Hwy 183.  
Incorporate a 1-35 S/US-290 W hacia San Antonio  
Continuar a S I-35.  
Tome la salida 234C State Capitol/12<sup>th</sup>-11<sup>th</sup> Sts  
Continuar hacia Guadalupe St  
La oficina está en el lado izquierdo al lado de la cárcel del condado de Travis

**Del sur u oeste de Austin via Mopac**

Tome MoPac Cesar Chavez St  
Salga hacia 5<sup>th</sup> St/Lake Austin Blvd  
Mantente a la izquierda para tomar la rampa de 5<sup>th</sup> St/mantente a la derecha para tomar la rampa de 5<sup>th</sup> St  
Gire a la derecha en W 5<sup>th</sup> St  
Gire a la izquierda en West Ave  
Gire a la derecha en W 11<sup>th</sup> St  
La oficina está en el lado izquierdo al lado de la cárcel del condado de Travis

DEFENDANT / Demandado(a)			
<b>NAME:</b> / Nombre:		<b>NICKNAME/MAIDEN NAME:</b> /Apodo, Apellido de soltera:	
<b>DATE OF BIRTH:</b> / Fecha de Nacimiento:	<b>STUDENT:</b> PART TIME FULL TIME	<b>COLLEGE/UNIVERSITY:</b>	
<b>PHYSICAL ADDRESS:</b> / Domicilio		<b>APT. OR LOT #:</b>	
<b>MAILING ADDRESS:</b>			
<b>HOME PH #:</b> / Teléfono Residencial:	<b>CELL PHONE #:</b> /No. Celular	<b>WORK PHONE #:</b> /No. del trabajo:	
<b>DRIVERS LICENSE OR ID #:</b> No. de Licencia #	<b>STATE:</b> Estado:	<b>EMAIL:</b>	
EMPLOYMENT and REFERENCES			
<b>EMPLOYER/empleador</b>		<b>LENGTH OF TIME:</b> ¿Cuánto tiempo?	
<b>NAME OF RELATIVE /</b> Nombre del familiar		<b>PHONE #</b> Teléfono	
<b>NAME OF RELATIVE /</b> Nombre del familiar		<b>PHONE #</b> Teléfono	
<b>OTHER CONTACT/</b> otro contacto		<b>PHONE#</b> Teléfono	
<b>OTHER CONTACT/</b> otro contacto		<b>PHONE # /</b> No. de Teléfono:	
ASSETS / Posesiones y bienes			
<b>Vehicle #1 (make, model) /</b> Vehiculo #1 (tipo, modelo)	<b>Year:</b> /Año	<b>Plate No. /</b> Placas	<b>ST/</b> Edo.
<b>Vehicle #2 (make,model)/</b> Vehículo #2 (tipo,modelo)	<b>Year:</b> /Año	<b>Plate No. /</b> Placas	<b>ST/</b> Edo.
<b>Additonal Comments:</b> / Comentarios:			

Monthly household income Ingreso mensual del hogar		Monthly household expenses Gastos mensuales del hogar	
<b>Net Pay (take home):</b> Ingreso neto (Cuánto gana ud.?)	\$ _____	<b>Mortgage/Rent</b> Su Renta o hipoteca	\$ _____
<b>Unemployment</b> Desempleo	_____	<b>Second Mortgage</b> Segunda hipoteca	_____
<b>Worker's Compensation</b> Compensación de Empleo	_____	<b>Utilities:</b>	
<b>Accident Benefits</b> Asistencia por accidente	_____	<b>Electric /</b> Pago de luz	_____
<b>Social Security/Disability</b> Seguro Social	_____	<b>Gas/propane /</b> Gas	_____
<b>Retirement/Pension</b> Retiro/ Pensión	_____	<b>Water /</b> Agua	_____
<b>Child Support</b> Mantenimiento de Hijos	_____	<b>Total Utilities</b>	\$ _____
<b>Alimony/Maintenance</b> Pensión (por divorcio)	_____	Total de Servicios	
<b>Parent/Guardian Support</b> Cantidad que recibe de sus Padres/Tutor	_____	<b>Telephone /</b> Teléfono	_____
<b>Interest/Dividends</b> Interés/ Dividendos	_____	<b>Cable/Satellite TV</b>	_____
<b>Rental Property</b> Rentas de propiedad	_____	<b>Internet Service Provider (ISP)</b> Servicio de Internet	_____
<b>SNAP</b> Supplemental Nutrition Assistance Program Programa de Asistencia Nutricional Suplementaria	_____	<b>Food /</b> Comestibles	_____
<b>Housing Assistance</b>	_____	<b>Vehicle(s): Loans, Insurance</b> Vehículo: prestamos, seguro	_____
		<b>Medical /</b> Gasto médicos	_____
		<b>Life/Health Insurance</b> Aseguranza de Vida/Salúd	_____
		<b>Child Support</b> Mantenimiento de Hijos	_____
		<b>Probation Fee</b> Pago por libertad condicional	_____
		<b>Bank/Store credit cards</b> Bancos/Tarjetas de crédito	_____
		<b>Other /</b> Otro	_____
<b>MONTHLY HOUSEHOLD INCOME</b> ingresos mensuales del hogar	\$ _____	<b>MONTHLY HOUSEHOLD EXPENSES</b> gastos mensuales del hogar	\$ _____

OFFICE VERIFICATION - VERIFICACIÓN DE OFICINA

$$\begin{array}{rcccl} \$ & \underline{\hspace{2cm}} & - & \$ & \underline{\hspace{2cm}} & = & \$ & \underline{\hspace{2cm}} \\ \text{Monthly Income} & & & \text{Monthly Expenses} & & & \text{Disposable Income} & \end{array}$$

**RECONOCIMIENTO Y DECLARACIÓN** Certifico que toda la información de mi estado financiero está completa y correcta. Autorizo a Cobranzas Centralizadas, empleados o agentes para que lleven a cabo una investigación completa de mi declaración. Comprendo que toda la información será comprobada, y se obtendrá un reporte de mi crédito. Habiendo entendido esto, formalmente pido una extensión para pagar al Condado de Travis, la multa y costos de corte asignados por orden de la corte.

**ACKNOWLEDGEMENT AND DECLARATION** Under penalty of perjury, I hereby certify the foregoing as being a complete and accurate statement of my current financial condition. I authorize Centralized Collections, its employees, or agents to conduct a complete and thorough investigation of my statement. I understand this investigation could include direct verifications of all information given and the obtaining of reports from credit reporting agencies. It is with this understanding and acknowledgement that I formally request an extension of time for payment of the fine and court costs now due and payable to the County of Travis as set forth in the Court Order.

\_\_\_\_\_  
Signature of Defendant / Firma del Demandado

\_\_\_\_\_  
Date/Fecha