


<p align="center">SCOTTSDALE CITY COURT 3700 N. 75th Street, Scottsdale, Arizona 85251 (480) 312-2442</p>	<p align="center">Effective 1/1/2016</p>	 <small>ver. 5/9/2017</small>
<p>You can obtain case specific information such as next court date and fine amounts as well as pay your fine online at www.scottsdaleaz.gov/courts</p>		

You have just received a traffic complaint and this document will explain your options. Please read this document thoroughly. Be sure to read both sides of your traffic complaint. You must respond to the court in person or, if eligible, use the options below, **on or before** the date and time indicated on your traffic complaint. Your traffic complaint has a check box in the lower right section above your signature. If the **Criminal** box is checked, you **MUST** appear in court on your court date. NO FOOD, DRINK, OR WEAPONS OF ANY TYPE ARE ALLOWED IN THE COURT BUILDING.

If the check box in the lower left section above your signature is checked **Civil**, you have received a **civil traffic complaint** and your options are detailed within this document. You may choose one of four options, or you may appear on or before the date and time shown on your civil traffic complaint to resolve your case. If you have multiple violations on your civil traffic complaint, you will need to indicate your choice for each violation. If you are unable to resolve your case on or before the court date given to you by the officer, you may request a continuance by completing a motion to continue or appearing at the court prior to your court date.

⇒ **Option 1 – Attend Defensive Driving School**

If you are eligible, and you attend, the eligible traffic violation will be dismissed and no points will be placed on your record. You will only pay an enrollment fee to the school. Do not pay the court fine. See more information below.

⇒ **Option 2 – Pay Online, by Mail, or by Phone**

Waive your right to a hearing, enter a plea of responsible, and pay the fine. You do not have to appear in court. **Payment must be received by the court prior to your court date.** We suggest allowing at least 5 days for mailed payment. Payment can be made online at www.scottsdaleaz.gov/courts, by mail in provided envelope, or by phone at (480) 312-2442. If you intend to plead guilty or responsible but cannot afford to pay the full amount of court fines and fees, you may request a time payment plan in person at the court. See more information on the next page.

⇒ **Option 3 – Request a Hearing**

At your hearing, you may bring witnesses and you will have the opportunity to present your case before a judge. Once the hearing begins, **you can no longer attend Defensive Driving Class** and if you are found responsible, all fines are expected to be paid at the conclusion of your hearing. Do not ignore your responsibility to pay the fines due to financial hardship as there are a number of payment options available from the court. See more information on the next page.

⇒ **Option 4 – Request a Documentary Hearing**

If you are eligible, you may request and receive a hearing that will allow written testimony in lieu of a mandatory court appearance. See more information on the next page.

Option 1- ATTEND DEFENSIVE DRIVING SCHOOL

Attending defensive driving school provides the opportunity to have **one** eligible charge (see below) dismissed without: going to court; points assessed for that charge; negative impact on your insurance; and paying a fine for that charge.

You are eligible to attend a defensive driving class if you meet **all of the following requirements**:

1. You have not attended a Defensive Driving Class within 12 months from the date of your last violation for which you were authorized to attend a defensive driving school.
2. Your traffic charge did not result from an accident involving death or serious physical injury.
3. Your traffic charge has not already been set to a hearing.
4. You do not hold a commercial driver license or are a driver of a commercial motor vehicle that requires a commercial driver license (A.R.S. §28-3392).

WHAT TO DO:

1. If you wish to attend a class; in Arizona, in another state, or online you may do so by contacting a school certified by the State of Arizona.
2. To find a certified school either:
 Visit <http://www.azdrive.com> and look for Defensive Driving School Entry Point and click on Scottsdale City Court.
 OR
 Call the Defensive Driving School information line at 1-888-334-5565 (automated response only).
3. You must complete the online program or attend a class 7 days **prior** to your next court date.
4. Once registered, if you need more time to complete the class, the school can grant a **one time**, 45 day extension. If you need additional extensions, you will need to file a motion with the court.

FAILURE TO COMPLETE THE DEFENSIVE DRIVING CLASS MAY RESULT IN A DEFAULT JUDGMENT AND/OR YOUR DRIVER LICENSE

SUSPENSION AND ADDITIONAL MONETARY PENALTIES.

For option 2, 3, or 4, write the traffic complaint number here:

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AND print the following information:

Name _____ Mailing Address _____

City _____ State _____ Zip Code _____ Phone () _____ Daytime Phone () _____

Option 2 - PAY ONLINE, BY MAIL, OR BY PHONE

1. **READ AND SIGN** the following statement: I hereby waive my right to a hearing, enter a plea of responsible, and consent to judgment imposing the prescribed fine:

Signature

Parent's Signature (required if less than 18)

2. See fine schedule on page 3 for fine amount; list amount in Fine Amount column. If your court date has passed, add the Default Cost of \$65 per charge, and the additional \$20 Time Payment Fee. The court date is above your signature on the complaint. Pay the Grand Total amount under the Total Fine column. **Do not send cash.**

FINE	\$65 Default Cost (per charge, if applicable)	Total Fine
Charge 1 \$ _____	\$65.00	\$ _____
Charge 2 \$ _____	\$65.00	\$ _____
Charge 3 \$ _____	\$65.00	\$ _____
Charge 4 \$ _____	\$65.00	\$ _____
Charge 5 \$ _____	\$65.00	\$ _____
<u>\$20 Time Payment Fee, if applicable</u>		\$ _____
GRAND TOTAL		\$ _____

3. How to pay: Online at www.scottsdaleaz.gov/courts, credit card, check, money order, or cashier's check made payable to Scottsdale City Court, or by phone at (480) 312-2442.

Credit Card Payment: Complete the following information:

VISA MasterCard American Express Discover

Card Number _____ Expiration Date _____ Daytime phone _____

Cardholder's Name _____ Signature _____

If paying by mail, place this sheet with your payment, along with your complaint or a copy, in the envelope provided, stamp and mail.

ALL PAYMENTS MUST BE RECEIVED BY THE COURT DATE. FAILURE TO DO SO MAY RESULT IN A DEFAULT JUDGMENT AND DRIVER LICENSE SUSPENSION WITH ADDITIONAL MONETARY PENALTIES BEING IMPOSED.

Option 3 - REQUEST A HEARING

1. **READ AND SIGN** the following statement: I hereby request a hearing to contest the charges indicated below. I hereby enter my plea of not responsible. I understand that I am giving up the option of attending a Defensive Driving Class for those charges for which I have requested a hearing.

Signature

Parent's Signature (required if less than 18)

Persons under the age of 18 appearing in court must be accompanied by parent or guardian.

2. Indicate below, the charge(s) for which you are requesting a hearing. The numbers run vertically down the left side of the complaint.

1 _____ 2 _____ 3 _____ 4 _____ 5 _____

3. Check if applicable:

I will be represented by an attorney.

I will need an interpreter. (Language): _____

4. Place this sheet, along with your complaint or a copy, in the envelope provided, stamp and mail at least five working days before your court date.

You will be notified of your assigned hearing date by mail. You must appear on that date and be ready to present evidence and examine witnesses in front of a Hearing Officer.

If you are found responsible, all fines are expected to be paid at the conclusion of your hearing. Do not ignore your responsibility to pay the fines due to financial hardship as there are a number of payment options available from the court. **FAILURE TO APPEAR MAY RESULT IN A DEFAULT JUDGMENT AND DRIVER LICENSE SUSPENSION WITH ADDITIONAL MONETARY PENALTIES BEING IMPOSED.**

Option 4 - REQUEST A DOCUMENTARY HEARING

IF YOU LIVE OUTSIDE THE STATE OF ARIZONA OR HAVE A SUBSTANTIAL HARDSHIP which prevents you from physically attending a hearing **AND** you wish to plead **not responsible** for the violation(s), you may qualify for a Documentary Hearing pursuant to Rule 10 Civil Traffic Rules. This will allow you to file a written declaration of the facts surrounding the violation rather than appear in person at a hearing. The written request for a Documentary Hearing **must** be received prior to your appearance date.

DOCUMENTARY HEARING INSTRUCTIONS

1. To receive the Request Form, read and sign the following statement: I believe that I qualify for a Documentary Hearing and would like to receive the Request Form. (Forms are also located on our website at www.scottsdaleaz.gov/courts).

Signature

Parent's Signature (required if less than 18)

POSTING A BOND. A bond is not required. By posting a bond, you will eliminate any requirement to pay the mandatory \$20 Time Payment Fee if you are found responsible and are unable to pay on the hearing date. The bond amount is equal to the total fine for the violation(s) on your traffic complaint.

FINE SCHEDULE

Listed below are VIOLATION CODES with fine amounts including Mandatory State surcharges and assessments. If payment is **NOT RECEIVED** by the court date on your ticket, a \$20 Time Payment Fee per case, plus an additional \$65 Default Fee on each civil charge will be imposed.

VIOLATIONS ELIGIBLE FOR DEFENSIVE DRIVING SCHOOL	
Violation Code	Amount
28-644A1& A2	\$258
28-645A, 1A, A1B & 28-645C	\$306
28-645A3A, A3B, A3C & 28-645B	\$306
28-647.1 & 28-647.2	\$258
28-651	\$258
28-701A & 702.01C	
Up to 9 mph over speed limit	\$258
10-15 mph over speed limit	\$267
16-20 mph over speed limit	\$287
21-29 mph over speed limit	\$345
30-39 mph over speed limit	\$382
40+ mph over the speed limit	\$444
28-701.02A1 thru 28-701.02A3 MUST APPEAR IN COURT	
28-701E	\$258
28-704A to 28-706B	\$258
28-709A1 & A2; 28-710A & B	\$258
28-710B	\$339.86
28-721A to 28-776A (except 28-737A)	\$258
28-737A	\$474.20
28-792A & B; 28-794.1 to 28-794.3	\$258
28-797F & G	\$267
28-797H & I	\$353.78
28-815D	\$258
28-855B to 28-856.3	\$258
28-857 (first offense)	\$602
28-891A to 28-897	\$258
28-906	\$258
Note: See Defensive Driving School restrictions - Option 1	

VIOLATIONS NOT ELIGIBLE FOR DEFENSIVE DRIVING SCHOOL	
Violation Code	Amount
PEDESTRIAN VIOLATIONS	
28-645A3D	\$306
28-646A1, A2 & B	\$258
28-793A to 793C	\$258
28-796A to 796C	\$258
EQUIPMENT, OVERWEIGHT & TOWING VIOLATIONS	
28-921A1A to 28-954D	\$225
28-956 to 28-1098B	\$225
REGISTRATION & DRIVER LICENSE VIOLATIONS	
28-2058A2B	\$225
28-2153A, B1 & B2	\$657.20
28-2158C	\$225
28-2354A1, B, B1, B2 & B3	\$225
28-2533A	\$657.20
28-3151A to 28-3174E	\$225
SEAT BELT VIOLATIONS	
28-909A1, A2 & B1 & B2	\$126.50
SCOTTSDALE CITY CODE	
17-93.6 (Driving in a Bike Lane)	\$225
17-94B & 17-94I (Illegal operation of a motorized skateboard)	\$225

A.R.S. 28-645A3A – Red-Light Violations: Persons found responsible or entering a plea of responsible for red-light traffic control signals, including flashing stop signals violations, will be ordered by the Motor Vehicle Division to attend and successfully complete Traffic Survival School or suffer suspension of driving privileges.

A.R.S. 28-2532A – No Vehicle Registration: \$657.20. Mail or provide proof of current registration for reduced fine of \$199.70.

A.R.S. 28-3169A – No Driver License in Possession: Dismissed upon proof of driver license valid on the date and time of the violation. Provide a copy of **both front and back** of your driver license.

A.R.S. 28-907A – Child Passenger Restraint: If you have been cited for “failure to use”, the fine is \$199.70. However, if you attend CAPP (Children Are Priceless Passengers) program, the fine will be suspended with proof of completion. Call the court for further information.

A.R.S. 28-4135B & C – No Proof of Insurance: \$1,063.00 fine for a 1st offense. If you provide proof on or before your appearance date showing that the vehicle involved was insured on the **DATE & TIME** the complaint was issued, the charge will be dismissed.