



**SUPERIOR COURT OF CALIFORNIA  
COUNTY OF STANISLAUS  
TRAFFIC DIVISION**

**Instructions for Request for Reduction of Fine and Order**

**This request form gives you the ability to ask the Court to:**

1. Reduce your fine without having to attend a Traffic Court hearing;
2. Allow one or more violations to be corrected with documentation you send to the Court;
3. Request Traffic School, in addition to receiving a reduction in your fine.

**In order to be eligible for this program, the following conditions must all be met:**

1. You have not gone to Court on this case, entered a plea and received a Court order.
2. Your case must be timely. "Timely" means your due date or hearing is current, or is set for a date in the future.
3. You cannot have a Failure to Appear DMV hold on your license due to this case.
4. Your case cannot be in a Failure to Pay, in collections, or on a payment plan status.
5. If you are a juvenile, your parent or legal guardian must sign a parental consent form to allow you to take this action.

**Steps for completing form:**

1. **Enter violation code sections.** This information can be found on your citation or Traffic Court Reminder Notice.
2. **Read section #2,** if you have a proof of correction to be considered, you must attach documentation. If you do not want to submit proof of correction, mark the box "I do not wish to provide proof of correction. I wish to have my fine reduced without showing proof of correction."
3. **Read sections #3 and #4** so you are aware of your rights, and what you will be acknowledging by signing this form.
4. **Read section #5;** regarding information about reductions.
5. **Read section #6;** mark the box only if you are requesting Traffic School.
6. **Complete information below section #6**

**Submit your form in person or mail it to Traffic Court: 2260 Floyd Avenue, Modesto, CA 95355**

A drop box available on the outside door of our location.

**Important Information:**

1. **DO NOT send money for payment until you receive a copy of your order in the mail.**
2. **The Court will let you know how much to pay.**
3. If approved, you will have 60 days to pay your ticket, or 90 days if you take traffic school.
4. Payment Methods – online at [www.stanct.org](http://www.stanct.org) or by check, money order or cashier's check sent by mail or drop box.
5. Be sure to send any proof of corrections with your form or it will not be allowed as a correction.
6. If your fine is more than you are able to pay, you can file a Request for Order packet to request additional relief due to a financial hardship. Forms are on the Court's website at [www.stanct.org](http://www.stanct.org)

**If your request for reduction was denied:**

The Court will add a page to your order, and will specify why you were denied. Review Attachment A – Additional Orders form for specific reasons. You may resubmit a new request if you were denied due to missing documentation.

**If you have questions, you can contact the Clerk's Office by phone (below) or by email at [traffic.requests@stanct.org](mailto:traffic.requests@stanct.org)**

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|---|--|
| <b>SUPERIOR COURT OF CALIFORNIA, COUNTY OF STANISLAUS</b><br>Traffic Division<br>2260 Floyd Avenue<br>Modesto, CA 95355 | FOR COURT USE ONLY                               |
| <b>PEOPLE OF THE STATE OF CALIFORNIA</b><br><br><b>vs.</b><br><br><b>DEFENDANT:</b>                                     |  |
| <b>REQUEST FOR REDUCTION OF FINE &amp; ORDER</b>  | CASE NUMBER: _____<br><br>Citation Number: _____ |

**Read carefully and, if you agree, sign and return the form to the clerk.**

1. I am the defendant in this case and I have been charged with the following infraction violation(s) that do not require me to go into court: See citation or Traffic Court Reminder Notice for violation code sections, i.e.: "VC22350 or VC22349(a)"  
**Count 1: VC \_\_\_\_\_ Count 2: VC \_\_\_\_\_ Count 3: VC \_\_\_\_\_ Count 4: VC \_\_\_\_\_**
2. If my citation contains correctable violations, I am providing proof of correction and know there is a \$25.00 compliance fee per correctable violation. I must have proof of correction submitted with this form to have the \$25.00 correction fee approved.  
 I do not wish to provide proof of correction. I wish to have my fine reduced without showing proof of correction.
3. I understand that I have the following constitutional rights:
  - a. To confront and cross-examine all witnesses testifying against me;
  - b. To present evidence and to have the Court issue subpoenas to bring into court all witnesses and evidence favorable to me, at no cost to me;
  - c. To hire and be represented by an attorney at my own expense;
  - d. To proceed with a formal court trial before a judicial officer; and
  - e. To remain silent and not testify.
4. I have read and understand the explanation of my rights above. I am aware that if I plead guilty or no contest in exchange for a reduced fine, that I will give up my right to a formal trial with the officer present. By signing below, I knowingly and voluntarily acknowledge that I understand my constitutional and statutory rights as explained above in sections (a) through (e); I am entering a plea of no contest or guilty. I have not been promised anything in exchange for this plea except the reduced fine pursuant to the chart below. I understand that if I am a juvenile, I must have a consent form signed by a parent/legal guardian.
5. I understand that this case must not be in DMV hold status. I also understand that the Court will impose the reduced fine on the offenses as if they were first offenses, regardless of my prior conviction history. I understand that if these reductions would still present a financial hardship, or if I wish to complete community service in lieu of a fine, I must instead file a Request for Order, and provide financial documentation. The reductions are limited to the following schedule and no further reductions will be authorized without a Request for Order being approved by the Court.

| If bail for the top offense is: | Reduced fine shall be:                   |
|---------------------------------|--|
| Up to \$360                     | \$120 (includes fees)                    |
| \$360 - \$489                   | \$197 (includes fees)                    |
| \$490 or more                   | \$350 (includes fees) except VC 22348(b) |
| Each additional offense         | \$75 (fees only)                         |

6.  If I am eligible, and any of my violations are eligible, I elect to attend Traffic School. A non-refundable administrative fee required by law of \$52.00 will be added to the total amount due, and I acknowledge a completion certificate from the school must be received by the court within 90 days from the date this order is approved. I understand I am bound by the policies and deadlines detailed in the Traffic School information form I will be sent.

\_\_\_\_\_  
 (SIGNATURE OF DEFENDANT)

\_\_\_\_\_  
 (PRINT NAME OF DEFENDANT)

\_\_\_\_\_  
 (DATE)

\_\_\_\_\_  
 (ADDRESS)

\_\_\_\_\_  
 (PHONE NUMBER)

\_\_\_\_\_  
 (DATE OF BIRTH)

\_\_\_\_\_  
 (DRIVER'S LICENSE #)

**For Court Use Only: Total Due: \_\_\_\_\_ Due by: \_\_\_\_\_ Traffic School Completion Date: \_\_\_\_\_**

- Defendant's submission considered. Plea accepted. Defendant found guilty. **Request for reduction is granted.**
- Defendant's submission considered. **Defendant's request is denied without prejudice.**
- Refer to "Attachment A – Additional Orders", as Judicial Officer's order is included on "Attachment A – Additional Orders".

DATE \_\_\_\_\_ JUDICIAL OFFICER \_\_\_\_\_

**SUPERIOR COURT OF CALIFORNIA,  
COUNTY OF STANISLAUS  
Traffic Division**

Minor: \_\_\_\_\_

Case # \_\_\_\_\_

**Parent/Guardian Authorization for  
Juvenile Traffic Defendant's Action**

**Juvenile Traffic Defendants MUST obtain Parent or Legal Guardian's written authorization** to pay bail, request traffic school, or submit proof of correction to the Court. For traffic school, an 8 hour in person school is preferred, however, the course may instead be taken online due to the pandemic.

A copy of the **Parent/Legal Guardian's driver's license or picture ID MUST be provided** to the Clerk of the Court in order to proceed with these activities.

Permission to proceed with Traffic Court Proceedings is authorized by the minor's:

Please check:

Parent \_\_\_\_\_ Date: \_\_\_\_\_

or

Guardian: \_\_\_\_\_ Date: \_\_\_\_\_