

PAYMENT OF FINES

Payment of Court fines/fees may be made as follows:

By Mail (Check or Money Order only)

- Make check or money order payable to "**POMC**".
- Include case number on check or money order.
- Mail payment to Port Orchard Municipal Court at 216 Prospect Street, Port Orchard, WA 98366, or
- Use Drop Box located at 216 Prospect Street, Port Orchard City Hall – place payment in envelope addressed to "Municipal Court".
- **DO NOT MAIL CASH OR PUT CASH IN THE DROP BOX.**

In Person (Cash, Check, Money Order or Debit/Credit Card)

- Court Office is located at Port Orchard City Hall, 216 Prospect, 3rd Floor
- Office hours – Monday through Friday, 8:00 am to 4:30 pm
- Debit Card Convenience Fee - \$1.00 per transaction
- Credit Card Convenience Fee – 4% of fee

By Phone or Internet (Credit/Debit Card & Checking/Savings Account)

Official Payments (Debit/Credit Card only)

- Call Official Payments at: 1-800-272-9829 (1-800-2PAYTAX), or
- Go to Official Payments Website: www.officialpayments.com
- JURISDICTION CODE: **5656**
- Convenience Fee: **\$5.95 FOR EACH PAYMENT OF \$500 OR LESS**

Modern Payments (Credit Card and Checking/Savings Account)

- Convenience Fee: **Credit Card 4.166667%**
- Convenience Fee: **Checking/Savings Account - \$2.00**

NOTE: You will need your case number to pay via credit/debit card – Your case number is on your collection notice. (Do not use the Zeros in between letter and numbers. Example of a case number: I54321.)

Payment Plan

For **non-criminal infractions**, you may come into the court within 15 days of the date of issue of the infraction and sign a 60-day payment agreement with the court for payment of the fine.

For **criminal cases**, you may ask for a 60-day payment agreement with the court for payment of the fines at the time of sentencing or imposition of the fine, otherwise the fine is due immediately.

You may apply for a time pay agreement with Signal Credit Management Services (SCMS) at **1-800-874-1958** if you need longer than 60 days or before your account is forwarded to the collection agency.

Community Service

If you wish to perform community service in lieu of payment of your court fines/fees, you **must** contact the Court at **360-876-1701** for instructions.

Collections

If your account has been forwarded to collections, you must contact AllianceOne at **1-800-456-8838**.