



**Superior Court of California
County of Fresno**

Michael L. Elliott
Executive Officer / Clerk / Jury Commissioner
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NOTIFICATION REGARDING CASES AT THE "M" STREET TRAFFIC DIVISION COURTHOUSE

Effective March 23, 2021 the "M" Street Traffic Courthouse will be open for the following court hearings:

- ★ **DEPARTMENT 97B** - Criminal, Drug Court, Veterans Treatment Court and Behavioral Health Court cases
- ★ **DEPARTMENT 97C** - Adult/Juvenile Traffic Court and Criminal Infraction cases
- ★ **DEPARTMENT 97D** - Small Claims cases

Only authorized persons such as the parties, their attorneys and subpoenaed witnesses will be allowed to enter the Courthouse.

Until further notice and due to the Covid-19 pandemic, the Clerk's Office at the "M" Street Traffic Courthouse will continue to be temporarily closed.

TRAFFIC AND CRIMINAL INFRACTION CASES: The morning arraignment calendar will be heard Monday - Wednesday at 9:00 a.m. Seating is limited and assigned on a first come, first serve basis. If you check in after we reach our seating capacity, you will be placed on calendar for another day. You may request to appear remotely on your case over ZOOM. For information on how to schedule a ZOOM hearing please visit our website at <http://www.fresno.courts.ca.gov/traffic/> for the **TRAFFIC ZOOM HEARINGS – FAQ'S**. Requests to appear remotely must be submitted **at least three (3) court days before your scheduled hearing date or due date.**

SARB, TRUANCY AND JOBS 2000 CASES: If you have a SARB, Truancy or Jobs 2000 case, the Court will notify you of your new appearance date. If you fail to appear a hold on your license or a warrant for your arrest may be issued.

SMALL CLAIMS CASES: Small claims cases are being heard Tuesday and Thursday in Department 97D. For additional information about Small Claims cases, the department phone is (559) 457-1900.

PAYMENTS AND COLLECTION ACTIVITY: If you are currently making payments on an infraction case you may continue to make your payments online, through the mail or by using the Court's drop box. You may also request an extension on your payments. **WARNING:** If you fail to appear or pay by the due date a civil assessment of \$300.00 pursuant to Penal Code section 1214.1 may be added to your bail amount and your case could be referred to a collection agency.

CONTACT INFORMATION

- ★ **CALL CENTER:** Telephone the Court at (559) 457-1700. *We have agents ready to help you, Monday through Friday, 8 AM to 4 PM, except holidays and weekends.*
- ★ **FAX:** Fax requests to the Court at (559) 457-1710.
- ★ **EMAIL:** Send an email to the Court @ InfoDeskCrim@fresno.courts.ca.gov.
- ★ **MAIL:** Send mail to the Court at Fresno Superior Court, ATTN: Traffic Division, 1100 Van Ness Avenue, Fresno, CA 93724.
- ★ **WEBSITE:** You may also find additional information regarding your case on our website @ <http://www.fresno.courts.ca.gov/traffic/>.
- ★ **DROP BOX:** Our drop box is available Monday - Friday 8 AM to 4 PM and is inside the courthouse for you to make payments, file documents and letters.

OPTIONS FOR TAKING CARE OF YOUR TRAFFIC CASE WITHOUT COMING TO COURT

- ★ **Pay Your Citation:** You can pay the entire bail amount any time on or before the due date. Payments can be made online, through the mail or by using the drop box.
- ★ **Sign Up for a Payment Plan:** You can request a payment plan by sending a letter, fax, email or our new online program at <https://mycitations.courts.ca.gov>. A \$35.00 installment fee will be added to your balance if you request payments. Your initial payment will be 10% of your total balance and then you will pay at least \$50.00 a month unless otherwise ordered by the court. A \$35.00 installment fee will be added to your balance. Your initial payment will be 10% of your total balance and then you will pay at least \$50.00 a month, unless otherwise ordered by the court.
- ★ **Sign Up for Traffic School:** You can request traffic school through the mail or by using the drop box. You must pay the bail amount plus a \$67.00 administrative fee.
- ★ **Sign Up for a Traffic School Payment Plan:** You can request a traffic school payment plan through mail, email, fax, or by using the drop box. A \$35.00 installment fee will be added to your balance. Your initial payment will be 10% of your total balance and then you will have 90 days to pay your remaining balance unless otherwise ordered by the court.
- ★ **Correctable Violations and Proof of Correction:**
 - ★ **Signed Off Citation:** You can return the signed off citation through the mail or by using the drop box. There is a \$25.00 dismissal fee for each correctable violation. We recommend that you make a copy of the citation for your records.
 - ★ **Driver's License, Registration and/or Insurance:** You can return your citation and a copy of your license, registration and/or insurance documents through the mail or by using the drop box. There is a \$25.00 dismissal fee for each correctable violation.
- ★ **Request a Fine Reduction for Financial Hardship/Ability to Pay Determinations:** You have the right to request an ability to pay determination at any stage of the proceedings by filing a TR-320/CR-320 form with the court. These forms are available online. You may be asked to provide financial documentation in support of your request. You may also use our new online program at <https://mycitations.courts.ca.gov/> to request a fine reduction, monthly payments, an extension to pay or community service.
- ★ **Request an Extension:** You can request an extension to appear in court, pay your bail, complete traffic school or make your installment payments. Extension requests can be submitted through mail, fax, email, the drop box or by visiting our website at http://www.fresno.courts.ca.gov/pay_traffic_fines/. If the Clerk's Office is unable to grant an extension your request will be reviewed by a judicial officer.
- ★ **Contest your Citation:** There are several ways to contest your citation without an in-person hearing.
 - ★ **Remote Zoom Trial:** You can request a court trial and appear remotely. You will need access to the Internet and the Zoom application. Visit <http://www.fresno.courts.ca.gov/traffic/> for **TRAFFIC ZOOM HEARINGS – FAQ'S** for more information.
 - ★ **Trial by Written Declaration:** Once the required bail amount is posted, both sides provide their written statements and evidence to the Court. A judicial officer will review all of the evidence and make a decision. If you are dissatisfied with the Court's decision, you can request a trial de novo. Please see our website for more details.
 - ★ **Written Request for a Court Trial:** You may submit a written request for a court trial, consisting of either a single appearance (arraignment and trial on the same day) or multiple appearances (arraignment and trial on separate days). You must include the bail amount. Your written request for a court trial may be submitted by mail, fax, email or the drop box.
- ★ **Application and Order to Vacate Civil Assessment:** If a civil assessment has been added to your balance you may file an "Application and Order to Vacate Civil Assessment" form (TR-25). Please see our website for more details.

★ **CHECK YOUR NOTICE FOR ADDITIONAL INFORMATION ABOUT YOUR OPTIONS** ★