

**TRAFFIC VIOLATION INFORMATION
PIMA COUNTY
CONSOLIDATED JUSTICE COURT**

115 N. Church Ave. Tucson Arizona 85701
520-724-3171 www.jp.pima.gov

Read this information carefully. You may be able to resolve your ticket without having to appear in court.

BUSINESS HOURS

Monday-Friday 8:00 am - 5:00 pm

1. If you are a **juvenile** (under 18 years old) you **must** appear, with a parent or guardian, before a judge or hearing officer on your court date.
2. If you are an **adult** charged with Criminal Traffic, Criminal, or a Petty offense, you **must** appear before a judge at the date and time listed on your ticket.
3. If you are an **adult** charged with only civil traffic offenses you have the following 3 options:

OPTION 1—ATTEND DEFENSIVE DRIVING SCHOOL OR BICYCLE SAFETY DIVERSION PROGRAM (CIVIL TRAFFIC OFFENSES ONLY)

If you were cited for one or more civil traffic violation(s) you may attend Defensive Driving School to resolve **one** charge.

DEFENSIVE DRIVING SCHOOL PROGRAM:

To find a list of approved Pima County Consolidated Justice Court and Arizona Supreme Court certified schools, call the toll free automated information line at 1-888-334-5565 or go online to www.azdrive.com. Online classes are available for out of state residents. **You must complete the class 10 days before your court date.**

BICYCLE SAFETY DIVERSION PROGRAM:

Defendants and juveniles cited for a civil traffic violation(s) while operating a bicycle may qualify for this program. Contact the County Attorney's Office at 32 N. Stone, 7th Floor, (520)740-5600 **before** your court date to obtain information about this free program and eligibility requirements. Upon successful completion, all violations may be dismissed.

OPTION 2— PAY YOUR FINE BY MAIL (CIVIL ONLY)

Payment must be received prior to the court date indicated on the bottom of your ticket:

1. READ AND SIGN the following statement:

I waive my right to a trial and enter a plea of responsible to the charges listed on my traffic ticket.

Complaint # _____
(located in top left corner of ticket)

Signature: _____

Note: If you plead responsible for Red Light Violations 28-645A3a or 28-647, Motor Vehicle Division (MVD) will require you to attend Traffic Survival School (TSS). However, if you are eligible for Defensive Driving School and complete the class, the violation will be dismissed and MVD will not require you to attend TSS.

2. DETERMINE PAYMENT AMOUNT:

To obtain your balance, check for reducible fines or make a payment visit our website at www.jp.pima.gov/webpay or call (520)724-3171.

3. DO NOT SEND CASH. Check, money order or cashier's check made payable to the **PIMA COUNTY JUSTICE COURT.**

NOTE: \$25 will be assessed for returned checks for non-sufficient funds.

4. CREDIT CARD PAYMENT: Complete the following information: MasterCard VISA

Card Number _____ - _____ - _____

Credit Card Verification# _____ (On back of card)

Expiration Date ____/____

Cardholder's Name _____

Signature _____

**Credit card payments may be made online
(www.jp.pima.gov) or by phone (520)724-3171.**

5. DETACH AND MAIL this page with a copy of your ticket in the envelope provided.

If you fail to pay fine/fees in full, or fail to appear in court, all civil violations will go into default and you will be responsible for the fines and fees and the suspension of your driver license.

OPTION 3— REQUEST A TRIAL DATE BY MAIL (CIVIL TRAFFIC OFFENSES ONLY)

1. We must receive your request **prior to the court date written on your ticket.** You may also appear in person on your court date and request a trial.
2. If you request a trial you give up the option of attending defensive driving school for that violation.

The officer who issued the ticket will be subpoenaed to appear at the trial. You must appear on the date scheduled and be prepared to present evidence and/or examine witnesses before a judge or hearing officer.

TO REQUEST A TRIAL BY MAIL:

1. READ AND SIGN the following statement:

I plead NOT RESPONSIBLE to the charges listed on my ticket and request the court set a trial date. I give up my option to attend Defensive Driving School. I understand that my failure to appear at trial may result in a default judgment for all civil fines and driver's license suspension.

Signature: _____

You will be contacted by mail within 30 days notifying you of the date and time of your scheduled trial. It is your responsibility to keep your address current with the court.

2. COMPLETE THE FOLLOWING INFORMATION:

Complaint # _____
(located in top left corner of ticket)

Print Name _____

Address _____

City _____ State _____

Zip Code _____ Phone (____) _____

3. DETACH AND MAIL this page with a copy of your ticket in the envelope provided.