

## TRAFFIC CITATION OPTION FORM (Payable within 30 days)

YOU MUST MARK ONE OF THE OPTIONS BELOW AND RETURN THIS FORM TO THE CLERK'S OFFICE. IT MUST BE RECEIVED BY THE CLERK'S OFFICE WITHIN 30 CALENDAR DAYS FROM THE DATE THE CITATION WAS ISSUED. FAILING TO DO SO MAY CAUSE YOUR DRIVER'S LICENSE TO BE SUSPENDED AND AN ADDITIONAL LATE FEE WILL BE ADDED TO YOUR FINE AMOUNT.

IT MAY TAKE BETWEEN 5 AND 10 DAYS FOR THE CLERK'S OFFICE TO RECEIVE YOUR CITATION.

**YOU CANNOT CHANGE YOUR SELECTION AFTER YOU RETURN THIS FORM**

### COLLIER COUNTY AUTOMATED PAYMENT SYSTEM

- PAY YOUR CITATION WITH A DEBIT OR CREDIT CARD (VISA, MasterCard, American Express or Discover)
- REINSTATE YOUR DRIVER'S LICENSE

You can pay online by going to [www.collierclerk.com](http://www.collierclerk.com)

1.  PAY THE FINE listed on the back of your citation. You will be admitting guilt and receive points when applicable.
2.  ATTEND DRIVER IMPROVEMENT SCHOOL. You must contact our office or log on to our web site to find out the fine amount. Adjudication is withheld and points will not be assessed. By checking this box, you are swearing that you have not elected school in the last 12 months or more than 5 times in your lifetime. You are responsible for providing the Clerk's office with your CERTIFICATE OF COMPLETION. The Clerk's office must receive the Certificate of Completion within 60 days of the date you elect school. You must attend a Traffic School in the State of Florida.  
If you have a CDL license you are not eligible to make this election
3.  DRIVER'S LICENSE, REGISTRATION, OR INSURANCE CITATIONS. If you were charged with failing to carry your driver's license, registration, insurance, or driver's license expired less than 4 months, registration expired less than 6 months or registration expired more than 6 months (first offense only), you must provide proof that you have validated the document. Check one of the choices below:
  - Enclosed is proof that I have RENEWED my registration, driver's license, or insurance. It was not valid at the time the citation was issued so I am enclosing the amount written on the back of my citation.
  - Enclosed is proof that my registration, driver's license, or insurance was VALID at the time the citation was issued. I am also enclosing the required [dismissal fee](#).
4.  REQUEST FOR COURT. I am entering a plea of not guilty and am requesting a court hearing. By making this election I am waiving my right to pay the civil penalty fee and, if found guilty, I may be assessed a fine up to \$1,000.00 plus in some case's court costs. I choose to have my court hearing  in person  by mail. (The Clerk of Courts will notify you by mail with further instructions)

Name: \_\_\_\_\_ Citation #: \_\_\_\_\_

Address: \_\_\_\_\_ Driver's License #: \_\_\_\_\_

\_\_\_\_\_ Daytime Phone Number: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_