

IN THE CIRCUIT COURT OF CLAY COUNTY, MISSOURI
DIVISION ____

STATE OF MISSOURI,)	CAUSE NO.:
)	
vs.)	
)	
)	
)	
_____)	
DEFENDANT)	

**ORDER GRANTING DEFENDANT TIME TO PAY &/OR
GRANTING PROBATION**

You have just been Ordered by the Court to pay \$_____for fines and/or court costs. (Plus restitution in the amount of \$_____) Your fine and court cost payment is due in full by _____at 4:30 p.m. You should make partial payments during the month(s) prior to your final due date. If YOUR fines and costs are not paid in full **within 30 days from the date of disposition**, a time payment fee of \$25.00 will be assessed on each case.

If restitution is ordered, it is to be paid to the Clay County Prosecuting Attorney, 11 S. Water Street, Liberty, Missouri 64068, Attn: Restitution Clerk. No cash or personal checks will be accepted. The Prosecuting Attorney’s office requires you to make a monthly payment. If you fail to pay in full within six (6) months, a motion may be filed with the Court to revoke your probation. If you have any questions about your restitution, call the Restitution Department at (816) 736-8300.

If you fail to pay fines and/or court costs, a show cause hearing to check the status of your case will be scheduled. The Court clerk will notify you of the show cause hearing date at the most recent address you have provided to the Court. The Judge or Clerk will not listen to your reasons or grant an extension of time by phone.

If you do not have your fines and/or court costs (and restitution, if ordered) paid in full by the due date, and fail to appear in Court on the show cause hearing date, a warrant may be issued for your arrest.

Payments may be made by mail if you wish; however, the risk of loss of payment in the mail is upon you and NOT the Court.

Please mail your payment in plenty of time so the Court receives it before the due date. Mail is to be addressed to:

Clay County Circuit Clerk
11. South Water Street
Liberty, Missouri 64068
Criminal Dept: (816) 407-3860
Traffic Dept: (816) 407-3870

If you have any questions regarding the balance due or when you need to pay or appear, you may call the Clerk between the hours of 8:00 a.m. and 4:30 p.m., Monday through Friday.

If probation will be supervised by either Midwest ADP or Northland Dependency Services, please contact the applicable supervising entity within one business day to set up a date to attend probation orientation. It is best to call during normal business hours.

Midwest ADP
6060 North Oak Trafficway
Gladstone, Missouri 64118
(816) 468-6688

Northland Dependency Services
26 S. Gallatin
Liberty, Missouri 64068
(816) 781-8999

By my signature, I hereby acknowledge that I have received a copy of this Order.

Defendant's Original Signature

Date

Defendant's SSN

