

# Going to TRAFFIC COURT in the County of Riverside



Superior Court of California  
County of Riverside  
Self-Help Center

## **WHAT DO I DO IF A POLICE OFFICER STOPS ME WHILE I AM DRIVING?**

- Stay in the car and wait for the officer to approach you.
- Do what the officer tells you. Show the officer your license, registration, and proof of insurance upon request.
- Do not argue with the officer.
- If the officer gives you a ticket, sign it. By signing the ticket, you are not admitting guilt.

## **WHAT IF I AM INNOCENT?**

- Get proof as soon as you can. For example, if the officer ticketed you for running a stop sign, but the stop sign was knocked down or blocked by a tree, take a picture as soon as possible.
- If there are witnesses, ask them for a statement about what they saw. Write down their names and phone numbers.

## **WHAT DO I DO WITH MY TICKET?**

You can do one of the following:

1. **Pay the fine or obtain an extension.** If the courtesy notice you receive indicates a "mandatory appearance" you must appear at court. There are several ways to pay the fine including:

- Online at [ePay-it.com](http://ePay-it.com);
- By calling 951-222-0384. You may call 24 hours a day, seven days a week. Touch tone features are available in both English and Spanish.
- By mail to: Payment Processing Center  
505 S. Buena Vista Rm. 201  
Corona, Ca. 92882;
- At a Courthouse lobby via Drop Box, Kiosk, or Self Service Terminal;
- Using CheckFreePay Service. For information [click here](#) or go to:  
[www.riverside.courts.ca.gov/traffic/traffic.shtml](http://www.riverside.courts.ca.gov/traffic/traffic.shtml)
- Using MoneyGram. For information [click here](#) or go to:  
[www.riverside.courts.ca.gov/traffic/pymtfines.shtml#moneygram](http://www.riverside.courts.ca.gov/traffic/pymtfines.shtml#moneygram)
- Online banking from your financial institution. Please check with your financial institution for more information.

## 2. **Request Traffic School**

There are certain requirements that you must meet to be eligible for traffic school. For a list of requirements [click here](#) or go to: [www.riverside.courts.ca.gov/traffic/trafficschool.shtml](http://www.riverside.courts.ca.gov/traffic/trafficschool.shtml)

- You can ask for traffic school on the date of your hearing;
- By calling 951-222-0384;
- Online at [ePay-it.com](http://ePay-it.com);
- By mail. Please send a check or money order for the full amount of your fine plus the \$57.00 Traffic School processing fee to:

Payment Processing Center  
505 S. Buena Vista Rm. 201  
Corona, Ca. 92882

## 3. **Ask for a court trial.**

There are several ways to request a trial date:

- Mail Return the Courtesy Notice with the fine amount, & checking the box indicating a trial request.
- Online at [ePay-it.com](http://ePay-it.com)

PLEASE NOTE: If you request a trial by written declaration or you request to have your arraignment hearing and court trial on the same day, you will be required to pay the full fine amount listed on your Courtesy Notice before a court trial will be scheduled. The money will be deposited in a trust account. The amount deposited will remain in the trust account pending the outcome of your trial. If you win your case, your deposit will be refunded. If you are found guilty, your deposit will be applied to the fine imposed.

### **WHAT IS THE ADVANTAGE OF GOING TO TRAFFIC SCHOOL?**

Traffic School will keep the ticket and any points off of your DMV record.

### **WHAT IF I WANT TO PLEAD NOT GUILTY BUT I AM UNABLE TO GO TO COURT?**

You may submit a Request for [Trial by Written Declaration](#) (Form TR-205) at the Clerk's Office or by mail on any infraction that does not require a mandatory appearance. You must submit the full fine amount with your Trial by Written Declaration. Please make checks payable to "Riverside Superior Court." The fine amount will be deposited into a trust account, pending the outcome of your case. In the declaration you should state that you are "not guilty" and include the facts and evidence as if you were testifying in Court. You must sign and date the declaration. Also, be sure to include the citation number. You will be notified of the Court's decision by mail.

### **WHAT IF I GET COMPLIANCE (FIX-IT) TICKET?**

After you fix the problem take your ticket and proof that you corrected the problem to any law enforcement agency during normal business hours. If you do this, your fine will be reduced to \$25.00 for each corrected violation. You must submit the proof of correction prior to the due date listed on the citation. If you are late, you will be required to pay the full fine amount.

### **HOW DO I GET READY FOR MY TRIAL?** (Prepare for your case)

- Read the [California Vehicle Code](#) to understand the charges against you.
- Gather your witnesses, photos and/or written statements you need to prove your case.
- Write down any questions that you want to ask the officer.
- If you do not speak English well, you can ask the court for an interpreter (free of charge) to help you.

### **WHAT HAPPENS AT TRIAL?**

- The officer tells his or her side of the story and you will have a chance to ask the officer questions about what he/she said.
- Then you will be able to tell your side of the story and present your evidence and witnesses.

## **WHAT HAPPENS AFTER THE TRIAL?**

After both sides present their case, the judge will make a decision. If the judge finds you "not guilty," all the charges will be dropped and the money that was deposited in your trust account will be returned to you within a few weeks. If you are found "guilty", a fine will be imposed and the money you submitted will be applied to your case.

## **WHAT HAPPENS IF I DO NOT SHOW UP FOR COURT?**

Pursuant to California [Vehicle Code § 40903](#), if you fail to appear and/or address the matter before the Court (by personal appearance, in writing, telephonically, or via the Internet), the court may proceed without you. A Trial will be calendared with the Court **and held in your absence**. The court will send no further notice to you. If you fail to appear or show good cause why you did not appear, a civil assessment (fine) will be imposed against you in the amount of \$300.00. The court will initiate a civil action against you, which may include a possible wage garnishment and/or lien against your property. In addition, the court will notify the Department of Motor Vehicles ([Vehicle Code § 40509.5](#); [Vehicle Code§ 40002.1](#)), which may result in the suspension of your driver's license and a hold on your vehicle registration.