

NOTICE SAVE TIME AND EFFORT - MAIL YOUR PLEA

You may handle this traffic ticket in any of the following ways:

- I. You may plead guilty by mail **if this is your first offense.**
 - II. You may plead not guilty by mail.
 - III. You may appear personally at court and plead either guilty or not guilty.
- In addition, you have the right to consult with an attorney.

WARNING: FAILURE TO RESPOND MAY RESULT IN A WARRANT FOR YOUR ARREST AND THE SUSPENSION OF YOUR DRIVER'S LICENSE.

I. GUILTY PLEA BY MAIL

You may plead guilty by mail to most offenses.

YOU ARE NOT PERMITTED TO PLEAD GUILTY BY MAIL AND YOU MUST PERSONALLY APPEAR IF YOU ARE CHARGED WITH

- 1. A MISDEMEANOR, or
- 2. if you have been previously convicted of any traffic offense (except parking) within the last 18 months, or
- 3. any violation of section 385 of the Vehicle and Traffic Law, or
- 4. any speeding offense where you are charged with exceeding the speed limit by 25MPH or more, or
- 5. any speeding offense where you are charged with operating vehicle at 75 MPH or more, or
- 6. unlawfully issuing inspection certificate, or,
- 7. no insurance, or
- 8. when you are ordered to appear by the court.

TO PLEAD GUILTY BY MAIL FOLLOW THESE INSTRUCTIONS

Read notice on face of ticket. See fine schedule below to determine the amount of your fine.

Mail the following 2 items to the court indicated on the face of ticket (mailing address on the reverse side of this notice) by the date you are required to appear.

- 1. Your certified check or money order made payable to the Court for the amount of your fine. **Do not send your personal check unless it has been certified by your bank. YOU MUST ENCLOSE A STAMPED, SELF-ADDRESSED ENVELOPE**
- 2. Your traffic ticket with Part 'A' on the reverse side of the ticket completed and signed.

FINE SCHEDULE FOR GUILTY PLEAS FIRST OFFENSE

1. COMMERCIAL VEHICLE VIOLATIONS		<u>CALL THE COURT</u>
2. SPEEDING	1-10 MILES PER HOUR OVER LIMIT	\$160.00
	11-15 MILES PER HOUR OVER LIMIT	\$210.00
	16-20 MILES PER HOUR OVER LIMIT	\$235.00
	21-24 MILES PER HOUR OVER LIMIT	\$285.00
3. PASSING STOPPED SCHOOL BUS		\$345.00
4. PASSED RED TRAFFIC SIGNAL OR NO TURN ON RED		\$170.00
5. PASSED STOP SIGN		\$170.00
6. UNINSPECTED, UNREGISTERED OR UNLICENSED VIOLATIONS		\$170.00
7. UNINSURED VEHICLE		<u>CALL THE COURT</u>
8. TAIL GATING		\$195.00
9. CELL PHONE/TEXTING VIOLATIONS		\$245.00
10. EQUIPMENT VIOLATIONS		\$130.00
11. ALL OTHER OFFENSES		\$130.00

THE COURT HAS THE RIGHT TO REJECT ANY GUILTY MAIL PLEA AND ORDER YOU TO APPEAR PERSONALLY AND TO FIX A DIFFERENT FINE THAN SET FORTH ABOVE.

THE ABOVE FINES INCLUDE THE N.Y.S. STATUTORY SURCHARGE, WHERE APPLICABLE. WHERE A DIFFERENT FINE IS MANDATED BY LAW THE FINE SCHEDULE SHALL NOT BE APPLICABLE.

II. NOT GUILTY BY MAIL

You may plead not guilty by mail to all traffic infractions. If you are charged with a MISDEMEANOR you are not permitted to plead guilty by mail.

TO PLEAD NOT GUILTY BY MAIL - FOLLOW THESE INSTRUCTIONS

Complete and sign Part 'B' on the reverse side of the traffic ticket and mail it by registered or certified mail, return receipt requested, within 48 hours after the receipt of the ticket by you to the court on the face of the ticket. Upon the receipt the Court will notify you by mail of the date, time and place of your trial at which time you must personally appear. **COMMERCIAL VEHICLES VIOLATIONS - CALL THE COURT**

III. PERSONAL APPEARANCE

If you prefer, you may personally appear in court and plead either guilty or not guilty. If you decide to appear personally you must do so on the return date (but not on any earlier day).

You have the right when appearing personally and pleading guilty to make an explanation before the judge.

APPEAR AT:

COURTS TELEPHONE:

SEND MAIL TO:

Brookville Reformed Church
2 Brookville Road
Brookville, New York

Brookville Village Court
516-922-8198
(NO OFFICE HOURS)
(email: villagecourtclerk@gmail.com)

Brookville Village Court
P.O. Box 227
East Norwich, NY 11732

Portledge School
355 Duck Pond Road
Matinecock, New York

Matinecock Village Court
516-922-8198
(NO OFFICE HOURS)
(email: villagecourtclerk@gmail.com)

Matinecock Village Court
P.O. Box 227
East Norwich, NY 11732

Mill Neck Village Hall
32 Frost Mill Road
Mill Neck, New York

Mill Neck Village Court
516-802-2223

Mill Neck Village Court
P.O. Box 232
Mill Neck, NY 11765

Planting Fields Arboretum
South Lounge
1395 Planting Fields Road
Upper Brookville, New York

Cove Neck Village Court
516-924-2552
(NO OFFICE HOURS)

Cove Neck Village Court
P.O. Box 122
East Norwich, NY 11732

NOTICE: COURTS ARE NOT IN SESSION EVERY DAY. DO NOT APPEAR ON A DAY OTHER THAN THE RETURN DATE INDICATED ON THE TICKET OR AS OTHERWISE DIRECTED BY THE COURT.

IF YOU HAVE ANY QUESTIONS REGARDING THIS NOTICE OR THE TRAFFIC TICKET YOU MAY CALL THE APPROPRIATE COURT.