



GLENDALE CITY COURT

5711 West Glendale Avenue | Glendale, Arizona 85301-2526 | Phone: (623) 930-2400 | Fax: (623) 937-8860
Web site: www.glendaleaz.com/Live/City_Services/City_Court | apps.supremecourt.az.gov/publicaccess

You just received a traffic ticket and this document will explain your options or go to www.glendaleaz.com

- Read this thoroughly
Read both sides of ticket
Failure to comply with requirements of the traffic ticket may result in an arrest warrant, entry of a default judgment, suspension of your driver's license, addition of collection costs and/or other penalties.

Your traffic ticket has check boxes to the right of each listed violation. You must appear in court on the appearance date if the Criminal box is marked for any listed violation. If only Civil boxes are marked, you have up to four (4) options. You may need to choose more than one option if more than one violation is listed on the ticket.

Option 1: Attend a defensive driving class

One moving violation may be dismissed. Effective 9-1-19, if you have a CDL license and ticketed driving a non-commercial motor vehicle, you may be eligible to attend defensive driving school. You can attend this class once every year (12 month period) for any eligible violations listed in the Fine/Sanction Schedule. You may attend class for only ONE violation even if there are multiple eligible violations listed on the traffic ticket.

You may be eligible to attend defensive driving class if:

- You have not previously attended a defensive driving class in Arizona for a ticket issued within the last year.
You have a valid driver license or identification card.
The violation did not involve an accident with serious injury or death.
You are not requesting a hearing (see option 3).

Advantages of attending class for the violation:

- There is no fine or conviction. (non CDL)
You do not appear in court.
No points are placed on your driving record.
Persons with a graduated license will not have to attend mandatory Traffic Survival School through MVD.
Persons with a red light violation of any kind will not have to attend mandatory Traffic Survival School through MVD.

Registration Instructions:

Contact a school certified by the Arizona Supreme Court within seven days of receiving your traffic ticket. The school will notify you within two business days if you are not eligible. You must complete the class at least seven days before the court appearance date written on the traffic ticket. The school will give you the cost of their course.

On the day of class, bring your driver license, traffic ticket and money order. The school does not accept cash or personal checks. Call (623) 930-2400 to replace a lost ticket.

Option 2: Pay by phone, online or mail

You may pay your civil traffic violation(s) by phone, online, or by mail unless the violation:

- is marked Criminal Traffic, or
involved an accident with serious injury or death, or
is not listed on the Fine/Sanction Schedule

Pay by Phone: Call (623)930-2427.

Pay Online: Go to www.glendaleaz.com/court. Late charges are assessed if you pay after the appearance date written on the ticket.

Pay by mail in 4 steps:

Step 1. Write the six (6) or fourteen (14)-digit ticket number as it appears on the upper left corner of the traffic ticket:

Grid for writing ticket number

Step 2. Use the fine schedule to determine the fine for each violation listed on your ticket. Write the total amount due including default fees that apply and add a statutory \$20 time payment fee if you are paying late.

Total Amount Due: \$ _____

Step 3. Select a method of payment below and complete the Personal Information box below.

Step 4. Mail this form, along with a payment and a copy of the ticket, at least five days prior to the appearance date written on the front of the ticket.

Payment Information (Please select method of payment):

Money Order Personal Check Cashier's Check
(Make check/money order payable to Glendale City Court.)

Visa American Express Discover MasterCard

Credit Card Number / Expiration Date / Verification Code

Cardholder Name (Please print)

Cardholder Signature

Option 3: Request a Court hearing

Request a civil traffic hearing to contest the violation(s). You will have an opportunity to present evidence and have witnesses testify on your behalf. If you are found responsible, the fine(s) are due in full by 5 p.m. on the day of the hearing. Complete the following five (5) steps and mail.

If you request a hearing, you will not be able to attend defensive driving school.

Step 1. Circle the corresponding letter (A - E) as it appears on the traffic ticket for each violation for which you are requesting a hearing:

A B C D E

Step 2. Read and sign the following statement:

I enter a plea of not responsible and request a court hearing for the violation(s) circled above.

Your Signature / Date

Step 3. Write the six (6) or fourteen (14)-digit ticket number as it appears on the upper left corner of the traffic ticket:

Grid for writing ticket number

Step 4. Complete Personal Information.

Name (as it appears on your traffic ticket)

Address

City, State, ZIP

Daytime Phone Number

Step 5. Mail this form and a copy of the traffic ticket at least seven days prior to the appearance date listed on the ticket. The court will mail you a civil traffic hearing notice that tells you when to appear in court for a hearing. If you do not receive a hearing notice within 30 days, please call (623) 930-2400.

Option 4: Appear in Court

Glendale City Court is open from 8 a.m. to 5 p.m., Monday through Friday, except holidays to pay the fine(s), show proof of compliance and/or request a hearing.

You may be required to see a judge, but you will not have a courtroom hearing with witnesses that day. Requests for court date extensions are not accepted by phone; you must appear or file a written motion. Call (623) 930-2400 for more information.

If you need accommodations for a disability, please call (623) 930-2400.

Fine/Sanction Schedule (Effective June 7, 2023)

You must appear in court on or before the appearance date on your traffic ticket if your violation is not listed below or if your violation is for an accident resulting in serious injury or death (see Option 4: Appear in Court). Excessive speeding in violation of 28-701.02A2 is a criminal offense and you must appear in court.

Violations eligible for defensive driving class

Find the violation code written in the Section box on the ticket and match it to a violation code listed below under the Violation Code heading. The correct fine amount for that violation is listed in the Amount column to the right. Use the Default Amount if you are paying after the appearance date written on the ticket.

Violation Code	Amount	Default Amount**
28-644A1 & A2	\$267	\$342
28-645, 28-645A1A & A1B	\$267	\$342
28-645A3A, A3B, A3C & 28-645B	\$287	\$362
28-647.1 & .2	\$267	\$342
28-651	\$267	\$342
A.R.S. 28-645A3A & 28-647. If you pay or are found responsible for either of these three violations, MVD will order you to attend traffic survival school.		
28-701A Speed Not Reasonable & Prudent resulting in an accident without serious injury or death..	\$287	\$362
28-701A Speeding (no accident). To determine the fine amount for this violation, refer to the Speed section on the ticket. Subtract the number written in the Posted box from the number written in the Approx. box. The resulting number is the mph over the speed limit. To the right of each mph over the speed limit category below is the correct fine amount to be paid.		
0-9 mph over speed limit	\$267	\$342
10-19 mph over speed limit	\$287	\$362
20-24 mph over speed limit	\$387	\$462
25-29 mph over speed limit	\$478	\$553
30+ mph over speed limit	\$558	\$633
28-701E	\$267	\$342
28-704A to 28-706B	\$267	\$342
28-721A to 28-775A-D	\$267	\$342
28-775E	\$602.90	\$677.90
28-792A & B	\$267	\$342
28-797F	\$267	\$342
28-797H	\$354.34	\$429.34
28-815D	\$267	\$342
28-851A to 28-856.3	\$267	\$342
28-857	\$558	\$633
28-891A to 28-897	\$267	\$342
28-903A to 28-904A	\$267	\$342
28-906	\$267	\$342
28-914A1 & A2	\$287	\$362
28-955	\$312	\$387
28-966A & B	\$267	\$342

** Default Amount includes a \$75 fee for each fine not paid on or before the appearance date written on the ticket. This \$75 fee applies to all default judgments for failure to pay the full fine amount, to complete defensive driving class, to appear in court for a requested civil traffic hearing or paying reduced fines without providing adequate proof of compliance.

NOTE: An additional statutory fee of \$20 must be added to the total of each ticket (not each violation) paid after the appearance date written on the ticket.

Violations NOT eligible for defensive driving class

Violation Code	Amount	Default Amount**
STOPPING/STANDING 28-871 & 28-873	\$226	\$301
FAILURE TO CHANGE ADDRESS 28-448A	\$226	\$301
(OR) Fine suspended with proof address was changed with the Motor Vehicle Division. Visit the MVD at servicearizona.com for online services and info.		
PEDESTRIAN VIOLATIONS 28-645A2B & A3D, 28-646A2 & B	\$226	\$301
28-793A to 793C, & 28-795	\$226	\$301
28-796A to 796C	\$226	\$301
EQUIPMENT, OVERWEIGHT & TOWING VIOLATIONS 28-921A1A to 28-954D	\$226	\$301
28-956 to 28-1098B	\$226	\$301
REGISTRATION & DRIVER LICENSE VIOLATIONS 28-2008 & 28-2058A2B	\$226	\$301
28-2153A, B1 & B2	\$226	\$301
28-2158C & 28-2164.3	\$226	\$301
28-2354A1, B, B1, B2 & B3	\$226	\$301
28-2533A	\$647.65	\$722.65
28-3151A to 28-3225B3	\$226	\$301
NO CURRENT REGISTRATION 28-2532A	\$647.65	\$722.65
(OR) Dismissed with proof of valid registration on or after the date of violation. Mail a copy of the valid registration and the ticket 7 days before scheduled court date.		
DRIVER LICENSE NOT IN POSSESSION 28-3169A	\$226	\$301
(OR) Dismissed with proof of valid license when the violation occurred. Mail a copy of the valid license and the ticket 7 days before scheduled court date.		
DRIVING ON SUSPENDED LICENSE 28-3482A	\$226	\$301
Dismissed with proof of reinstatement. Mail a copy of the proof and the ticket 7 days before scheduled court date.		
EYEGASSES 28-3480B	\$226	\$301
DISPLAYING SUSPENDED PLATES 28-4139A	\$559	\$634
INSURANCE VIOLATIONS 28-4135A, B & C		
If you have proof of insurance for the date of violation on the vehicle listed on the complaint, you may mail in the proof 7 days before scheduled court date to obtain a dismissal. In all other situations you must appear on or before the appearance date on your traffic ticket.		
A conviction of ARS 28-4135 (No Proof of Insurance) requires a mandatory fine and suspension of your license and registration. If you produce to the Court proof of insurance in effect at the time of violation, the charge will be dismissed. If you did not have insurance on the date of violation, the mandatory fine may be reduced and the elimination of suspension may occur if (1) you do not have excessive prior convictions for no insurance (2) you provide the Court proof that you purchased a six month insurance policy; and (3) you provide a copy of your driving record from the Motor Vehicle Department or servicearizona.com .		
SEAT BELT VIOLATION 28-909A1, A2 & B	\$129	\$204
CHILD PASSENGER RESTRAINT VIOLATION 28-907A & B	\$200.15	\$275.15
Pay fine (OR) To receive \$0 fine: Mail proof of subsequent purchase of child restraint system 7 days before scheduled court date. (OR) Attend CHILDREN ARE PRICELESS PASSENGERS PROGRAM (CAPP). Visit www.glendaleaz.com/Live/City_Services/City_Court/f_a_q_s or call 602.255.3216 for a list of classes.		
BICYCLE VIOLATION 28-817	\$226	\$301

Instrucciones En Español

Por favor lea primero esta seccion:

Usted acaba de recibir un boleto de infraccion. Este documento le explicara sus opciones. Por favor lea este documento junto con los dos lados de su boleto de infraccion.

El no cumplir con los requisitos de su boleto de infraccion puede resultar en una orden de su detencion, fallo por incumplimiento, suspension de su licencia para manejar y/o otras sanciones.

En su boleto de infraccion hay cajillas enseguida de cada infraccion alistada. Si la cajilla marcada indica que su infraccion es penal, usted debe comparecer a corte en la fecha de comparecencia.

Si la cajilla marcada indica que sus cargos son civiles unicamente, usted tiene cuatro (4) opciones. Quizas necesitara escoger mas de una opcion, si es que mas de una infraccion esta alistada en su boleto.

Opcion 1- Asistir a una clase de manejar defensivamente.

Una (1) infraccion de transito sera desechada y no habra puntos en su registro de manejar, si usted asiste a la escuela de manejar defensivamente. Debe llenar los requisitos de calificacion y pagar, la cuota de registracion, de el dia que se lleve a cabo la clase. La escuela le dara el costa de su curso.

Opcion 2- Pagar por telefono, por correo o per internet.

Usted no tiene que comparecer al tribunal si usted elige renunciar su derecho a una audiencia, acepta declararse responsable y paga la multa(s). Hay una cuota de \$20 para tiempo de pagos y un cargo adicional por incumplimiento de \$75 si se paga despues de la fecha de comparecencia alistada en el boleto de infraccion.

Opcion 3- Solicitud Para Una Audiencia.

Usted tiene el derecho de llevar a cabo una audiencia delante de un juez, y el determinara si usted es responsable por haber cometido la(s) infraccion(es).

Opcion 4- Comparecer ante el Tribunal.

Usted puede comparecer durante las horas de negocio para pagar la(s) multa(s), mostrar comprobantes de cumplimiento y/o solicitar una audiencia.

*** Si usted necesita asistencia adicional en español, favor de llamar a (623) 930-2400.**