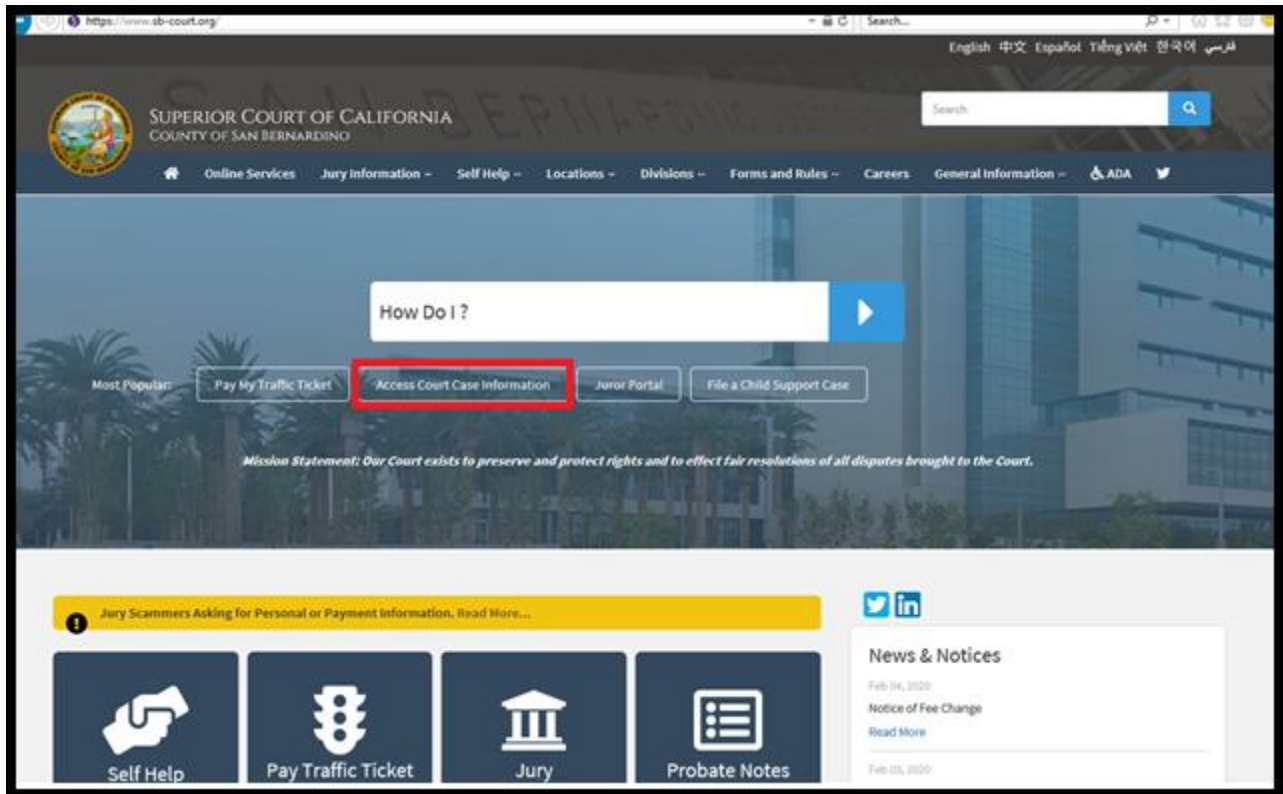
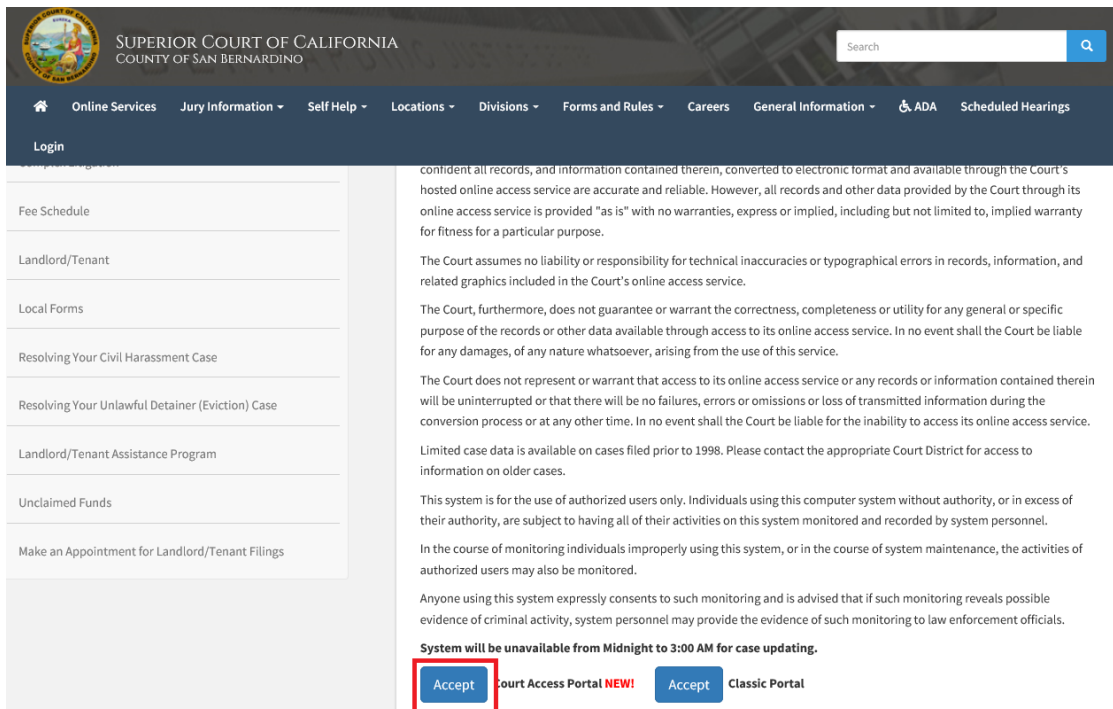


Court Access Portal – Case Payment

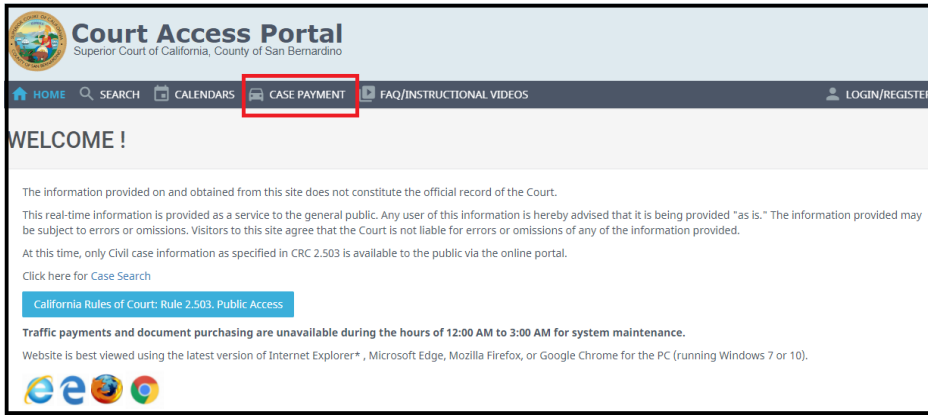
1) From the San Bernardino Court website home page, select “Access Court Case Information”.



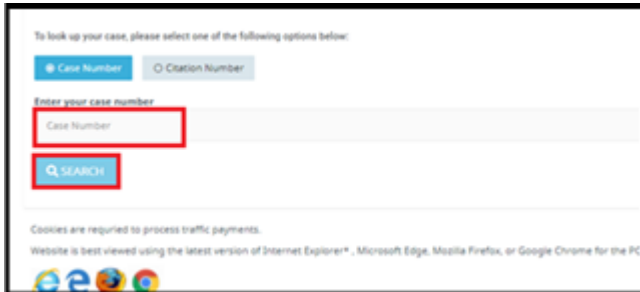
2) Read the terms of service and click the “Accept” button at the bottom of the page.



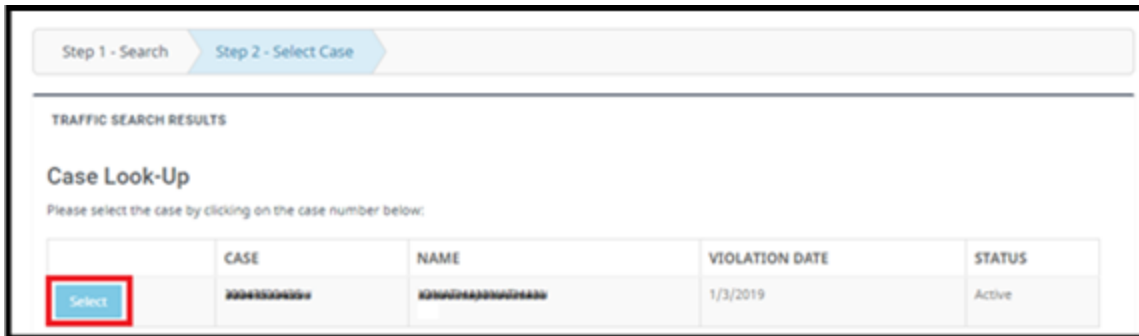
3) From the Court Access Portal home page, click on "Case Payment"



4) Enter case number and click "Search"



5) Verify the correct case is found and Click on "Select"



6) Click the desired selection. For this tutorial, we will select "Bail Forfeiture".

Step 1 - Search Step 2 - Select Case Step 3 - Select Option

TRAFFIC CASE OPTIONS

The amount due on this case is **\$196.00**. You must choose one of the options below by **08/31/2020**.

Failure to comply will result in:

- A referral to a collection agency, with a civil assessment of \$300 added pursuant to Penal Code 1214.1
- A warrant issued for your arrest

Proof of Corrections must be submitted to the Court.

- Charge: VC24252(A)-I: Maintenance Of Lamps & Device

| OPTION | ACTION | AMOUNT DUE |
|--------|--|------------|
| Select | Bail Forfeiture: Pay and close case with no further action necessary. | \$196.00 |
| Select | Monthly Payment Plan: Request a monthly payment plan setup. A one-time installment fee of \$35.00 will be added to the fine amount. (\$196.00+\$35.00 fee = \$231.00). Payment Plan Details: 9 monthly payments of \$25.00 and a closing payment of \$6.00. | \$25.00 |
| Select | REQUEST FOR CONSIDERATION OF ABILITY TO PAY: If you have a financial hardship that prevents you from paying and can show you are unable to pay the fine from your traffic ticket, you may request the court to consider your ability to pay. In order to request a reduction of fine or modification of sentence, you must complete and submit the Request for Consideration of Ability to Pay form. You can submit your completed form by mail, email or drop box to the traffic district where you ticket will be handled. (address on traffic ticket) The traffic district's email addresses can be located on www.sb-court.org | |

7) Read disclaimer and click on "Payment Processing"

Step 1 - Search Step 2 - Select Case Step 3 - Select Option Step 4 - Case Payment Step 5 - Confirmation

TRAFFIC CASE OPTIONS

Plead guilty and pay all fines and fees

You have selected the option to pay the fine of **\$196.00**. Please be advised that, if you are paying a traffic fine, the conviction for this violation will be recorded against your driver's license and may adversely affect your automobile insurance.

| Financial Breakdown | |
|---------------------|----------|
| Amount Due | \$196.00 |
| Total | \$196.00 |

Back to Bail Options **Payment Processing**

8) Click on "Pay"

1 Citations to Pay 2 Payor 3 Payment 4 Verify 5 Done

Citations to Pay

Bill Information

| Reference # | Amount |
|-------------|----------|
| 862269224 | \$196.00 |

Cancel Payment **Pay (\$196.00)**

9) Enter all personal information and click on "Continue"

Please enter payor information.

Personal Information

First Name * Middle Name Last Name *

Address Information

Address *

City * State *

Postal Code * Country

Contact Information

Email * Confirm Email


Phone Number * Mobile Phone Number

Cancel Payment Back Continue

10) Enter all billing information and click on "Continue"

Payment Information **Card Holder Information**

Credit Card eCheck

Card Number * 

Name on Card *

Month * Year * Security Code *

| | |
|-----------------|----------|
| Amount | \$196.00 |
| Convenience Fee | pending |
| Total | pending |

Same as Payor Information

First Name * Middle Name Last Name *

Address *

City * State *

Postal Code * Country

Phone Number *

Email

Cancel Payment Back Continue

11) Verify and click "Pay"