

# Traffic Citations

## **1. I recently received a traffic citation. What should I do next?**

Within 10 days, you must respond in writing to the appropriate Magisterial District Judge. (See Box #1 on the front of the citation for the district court number and box #2 for the district court address). To respond, you must plead NOT GUILTY or GUILTY.

If you plead GUILTY, you must sign the bottom portion of the citation indicating a guilty plea and pay the total amount due as indicated in box #\_\_\_\_. If you cannot afford to pay the entire amount due, you must go in person to the appropriate District Court and request a payment plan. If the total amount due is not indicated in box#\_\_\_\_, then you must appear before the appropriate Magisterial District Judge to obtain your sentence.

If you plead NOT GUILTY, you must sign the bottom portion of the citation indicating a not guilty plea and pay the required collateral. Generally, the Collateral equals the total amount due PLUS \$6.00 (court costs). If you cannot afford the total collateral required, you must contact the appropriate District Court. If the total amount due is not indicated in box #\_\_\_\_, then \$50 collateral should be forwarded to the appropriate district court.

## **2. After I plead NOT GUILTY and post the collateral, what happens?**

After receiving your not guilty plea, and collateral, the District Court will schedule a hearing and notify you by mail.

## **3. What happens to the Collateral I posted after the hearing?**

If you are found NOT GUILTY, the collateral you posted will be refunded to you. If you are found GUILTY, the collateral will be applied to total amount due.

## **4. I recently received a notice that my license was going to be suspended. What should I do next?**

You must immediately respond to the District Court and follow the steps in question #1. If you fail to respond within 15 days, the District Court will notify Penn DOT and your license will be suspended. In addition, a Warrant will be issued for your arrest.

## **5. A warrant was issued for my arrest. What should I do now?**

You must immediately respond to the District Court and follow the steps in question #1. If you fail to respond, a constable will place you under arrest and you will be brought before the appropriate Magisterial District Judge.

## **6. Will I receive POINTS if I plead guilty or I am found guilty at a hearing?**

Please refer to the Penn DOT publication regarding points found at the bottom of this page.

## **7. Will my license be suspended if I plead guilty or I am found guilty at a hearing?**

Penn DOT determines whether or not to suspend a driver's license. We suggest you call Penn DOT at 1-800-288-1814 to inquire about possible suspension.

## **8. How can I appeal the District Judges ruling?**

Refer to the Appeal section of this website in the main menu.