

## HOW TO CLEAR A TRAFFIC CITATION IN THE 12<sup>th</sup> JUDICIAL DISTRICT

You may enter a plea of guilty prior to the court date.

- a. For 0 point violations, access the *Waiver of rights, Advisement and Plea of Guilty* form (*Waiver*) from the 12<sup>th</sup> Judicial District web site. If you are at the courthouse, the clerk will hand a *Waiver* to you.
  1. The clerk will advise you of the amount of fine and costs due. If you are in person or on the phone the clerk will advise you of such fine and costs at the counter or over the phone, if you are corresponding via e-mail or US mail, the clerk will advise you of such fine and costs via e-mail or US mail.
  2. Return the signed *Waiver* with payment. Payment will be accepted by US mail, credit card over the phone or you may pay on line at [www.courts.state.co.us](http://www.courts.state.co.us)
- b. You may enter a plea of guilty to a reduced charge on non-accident infractions.
  1. 1 point violations will be reduced to 0 points  
3 and 4 point violations will be reduced to 1 point  
6 point violations will be reduced to 3 points
  2. Access the *Waiver* from the 12<sup>th</sup> Judicial District web site. If you are at the courthouse, the clerk will hand a *Waiver* to you.
  3. The clerk will advise you of the amount of fine and costs due. If you are in person or on the phone the clerk will advise you of such fine and costs at the counter or over the phone, if you are corresponding via e-mail or US mail, the clerk will advise you of such fine and costs via e-mail or US mail.
  4. Return the signed *Waiver* with payment. Payment will be accepted by US mail, credit card over the phone you may pay on line at [www.courts.state.co.us](http://www.courts.state.co.us)

If multiple charges exist or if you want other options, go to court on the appearance date.