



**FIFE MUNICIPAL COURT**

3737 Pacific Highway East

Fife, WA 98424

253-922-6635

**Contested Hearing in Person**

The court is in receipt of your request for a hearing to contest your traffic infraction. You and your witnesses, if any, must personally appear in court at the date and time indicated on the enclosed hearing notice. At your hearing, the court will review the officer's report and take sworn testimony from you and your witnesses. If the court finds that you committed the infraction, you have the right to appeal this decision to Superior Court.

If you fail to appear for your hearing, the infraction will be found to be committed, a \$52.00 default penalty will be added, and the infraction will be reported to the Department of Licensing. Unpaid fines may result in referral to a collection agency and suspension of your privilege to drive.

**Contested Hearing by Mail**

Instead of appearing in court at the date and time scheduled on your hearing notice, you may also have the option of a contested hearing by mail. If you decide to proceed with a hearing by mail, you will not be required to appear in court. Instead you must complete the attached form. If you have any witnesses, their written statement must be attached to this form. The court will review your statements and the police officer's sworn statement, and render a decision. If the court finds that the infraction has been committed, it will impose a monetary penalty. The penalty will be based on the facts of the case and your driving record. If the infraction is found committed, you have NO right to appeal the court's decision. You also agree to pay the court ordered penalty within the specified time ordered by the judge. You will be notified by mail of the judge's decision. If you have not received a response within two weeks of your hearing date, it is your responsibility to contact the court at the number listed above.

The court **must** receive all statements **before** your scheduled hearing. Statements not received before your scheduled hearing will not be considered. If the court does not receive your statement before the scheduled hearing date and you also fail to appear for the hearing, the infraction will be found to be committed, a \$52.00 default penalty will be added, the infraction will be reported the Department of Licensing, **and you may be charged with a misdemeanor**. Unpaid fines may result in referral to a collection agency and suspension of your privilege to drive.

**To proceed by mail, the attached form must be completed.**

I have read and agree to abide by the rules and procedures governing hearings by mail. I promise that if it is determined that I committed the infraction for which I was cited; I will pay the monetary penalty authorized by law and assessed by the court.