

## TOWN OF THERESA COURT

215 Riverside Ave. Theresa, NY 13691

Telephone: (315) 628-5046

[TheresaTownCourt@nycourts.gov](mailto:TheresaTownCourt@nycourts.gov)

Hon. Isabelle M. Savage, Town Justice

### Credit Card Payment Authorization Form

CREDIT CARD PAYMENTS ARE ACCEPTED IN PERSON OR VIA FAX, MAIL, COURTHOUSE SECURE LOCKBOX, AND EMAIL AT [TheresaTownCourt@nycourts.gov](mailto:TheresaTownCourt@nycourts.gov) ONLY - **NO PHONE PAYMENT PERMITTED**. THE COURT ONLY ACCEPTS VISA, DISCOVER AND MASTERCARD AT THIS TIME. PLEASE BE ADVISED, IF YOU PAY WITH A CREDIT CARD A **2.99% SERVICE FEE** (HEREINAFTER "SERVICE FEE") WILL BE CHARGED TO YOUR CARD AS A SEPARATE TRANSACTION, SO YOUR ACCOUNT WILL REFLECT TWO TRANSACTIONS FOR THIS PAYMENT (ONE FOR THE FINE AND SURCHARGE, AND ONE FOR THE SERVICE FEE).

#### Case Information:

Defendant's Name: \_\_\_\_\_

Case No. or Ticket No.: \_\_\_\_\_

Fine Amount: \_\_\_\_\_ Surcharge Amount: \_\_\_\_\_ Scoff Fee (if any): \_\_\_\_\_

#### Cardholder Information (*you must attach a photocopy of your driver's license, if you are not the defendant named above*):

Credit Card: Visa \_\_\_\_\_ MasterCard \_\_\_\_\_ Discover \_\_\_\_\_ (*check one*)

Card Number: \_\_\_\_\_

Card Expiration Date: \_\_\_\_\_

CV Code: \_\_\_\_\_ (*3 digit code on the back of your card*)

Card Holder Name: \_\_\_\_\_

*(print name as it appears on your credit card)*

Card Billing Address & Zip Code: \_\_\_\_\_

Card Holder Telephone: \_\_\_\_\_

I hereby accept the fine(s), surcharge(s), scoff fees(s) (if any), and 2.99% service fee imposed by the Court and authorized payment thereof on the above-referenced credit card and understand there will be two separate charges on my card. **NOTE:** Should a bank reject your transaction, the Court may issue a civil judgment without further notice.

\_\_\_\_\_  
Signature (*must match credit card*)