



**DEPARTMENT OF PUBLIC SAFETY
LOW INCOME PAYMENT PLAN APPLICATION
CONTRACT AND PAYMENT SCHEDULE**

12700 Norwalk Blvd., P.O. Box 1030, Norwalk, CA 90650 *Phone: 562-929-5732
*Fax: 562-929-5564 *Website: www.norwalkca.gov



Please review the Program Terms and Conditions and **complete Part One of this form**. Public Safety staff will complete Part Two and Part Three will be completed in person.

PART ONE – To be completed by the participant			
First and Last Name:			
Address:			
City, State, ZIP:			
Driver License State & Number:		Phone:	
Vehicle License Plate State & Number:			
Citation(s) Enrolled:			
Initial which option below applies:		Select which day of the month preferred:	
I currently Receive qualifying "Public Benefits" as defined below.		1 st of the month	Participant will be given at least 30 days from application approval, before first payment is due.
I qualify as "Low Income" as defined below.		15 th of the month	
Indicate Family / Household Size (number of persons)			

PART TWO –To be completed by agency staff			
Total Citation Amount Enrolled: \$		Final Payment Due: \$	
Total Enrollment Fee Due: \$		Plan Number:	Clerk Initials:

PART THREE – Participate signature required for processing and enrollment.	
I have read and understood the terms and conditions of the Low Income Payment Plan described in this application and do hereby certify the information provided is true and correct. I acknowledge that I must submit acceptable forms of proof along with this application, as described below, and I certify that I am Low Income or receiving Public Benefits as defined herein.	
Signature:	Date:

IMPORTANT: Along with this application, you must submit proof that you are "Low Income" or receive "Public Benefits". Acceptable forms of proof are described below. This application must be fully and properly completed, and transmitted in accordance with the instructions below.

"Public Benefits" are as defined at GC 68632(a) and include, but are not limited to, public benefits under one or more of the following programs: CalWORKs (or Tribal TANF), Supplemental Security Income and State Supplementary Payment, Supplemental Nutrition or California Food Assistance Program, County Relief, General Relief or General Assistance, Cash Assistance Program for Aged, Blind, and Disabled Legal Immigrants, In-Home Supportive Services, Medi-Cal.

- Acceptable forms of proof include an electronic benefits transfer card or another card, or other documentation that confirms your receipt of qualifying Public Benefits.

"Low Income" is defined at GC 68632(b) and is an applicant whose monthly income is 125 percent or less of the current poverty guidelines updated periodically in the Federal Register by the United States Department of Health and Human Services. See Chart below for current income thresholds.

- Acceptable forms of proof of Low Income include a recent pay stub, an earnings or financial statement, or other documentation that demonstrates that you qualify as Low Income.



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Family / Household Size	1	2	3	4	5	6
Annual Income	\$15,950	\$21,550	\$27,150	\$32,750	\$38,350	\$43,950

This constitutes your application for a payment plan under California Vehicle Code (CVC) 40220. If it is approved and you qualify for the payment plan, you will automatically be enrolled and a follow-up communication will provide you detailed payment information and terms. If for any reason you wish to revoke your application (or cancel a payment plan if you are enrolled), you may notify us at any time. If your application is incomplete or is otherwise rejected, you will be notified.

PAYMENT PLAN TERMS & CONDITIONS

- Applicants must apply for a payment plan within 120 days of issuance of a notice of parking violation, or within 10 days after an administrative hearing determination, whichever is later. (Please note that these application deadlines are not applicable for unpaid parking violations incurred prior to July 1, 2018). You are only entitled to enroll in a payment plan once for any specific citation(s). Subject to the timing requirements, you may enroll in additional payment plans for any citation(s) which were not previously included in a payment plan.
- Only the Registered Owner or Lessee may enroll in the Payment Plan.
- Citations are not eligible for enrollment in a payment program if the cited vehicle is currently booted, towed or impounded (subject to the citations being outside of the above referenced application deadlines).
- Citations enrolled in this program are not eligible for an Administrative Review or Hearing.
- Citation late fees and penalty assessments ("Late Fees") are removed at time of enrollment in the payment plan in accordance with CVC 40220. Late Fees are reinstated if plan is not completed.
- DMV registration holds and Franchise Tax Board tax intercepts will not be implemented, and / or will be removed during the payment plan, subject to its satisfactory completion. If the payment plan is not satisfactorily completed, then such remedies may be invoked.
- No citation re-enrollment, contract extensions, or revisions will be granted.
- Non-refundable administrative fee of \$5 is due to the agency upon enrollment, which can be added to the payment plan at the discretion of the plan participant.
- If you are enrolled in a payment plan, then you must make required monthly payments on the due date and otherwise comply with all applicable terms and provisions of the program, and all payment requirements. Detailed payment terms will be provided in a follow-up communication if your application is approved.
- *If a person's low income status is found to be willfully fraudulent, fines and fee reductions will be overturned and all fines and fees will be reinstated.



A Connected Community

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REPAYMENT SCHEDULE:

Table with 4 columns: AMOUNT OWED, TIMELINE FOR COMPLETION, MINIMUM MONTHLY PAYMENT, and a descriptive text column. Rows include amounts from \$50 to \$150 and up to \$500 with corresponding timelines and a \$25 minimum payment.

Payments

You may pay for your parking citations using the following options:

- In Person: Citations can be paid in person at Norwalk City Hall...
By Mail: You can mail a check or money order to :

City of Norwalk
Parking Enforcement
P.O. Box 6010
Inglewood, CA 90312-3010

or

City of Norwalk
Parking Enforcement
12700 Norwalk Blvd.
Norwalk, CA 90650

Please remember to include the citation number on your check or money order.

Minimum monthly payments are due by the 1st or 15th of each month, depending on the payment plan contract due date.

The City of Norwalk does not send monthly payment reminders. Citations for regular payment plan participants will be immediately removed from the payment plan, and it will not be reinstated.

Low income payment plan participants are allowed a one-time extension of 45 calendar days from the date the plan becomes delinquent to resume payments. If payments are not resumed within 45 calendar days from the date the plan becomes delinquent, all applicable fees will be reinstated (late fees, DMV lien, etc.). Once a citation is removed from a payment plan it will not be reinstated.

Initial here to acknowledge you have read the above terms and conditions: _____