

# Frequently Asked Questions

### When are the Court Sessions held?

Pound Ridge Justice Court convenes every Monday @9:00 a.m., except Holidays. All matters pertaining to Criminal, Vehicle & Traffic, Dog Matters, Local Law, Environmental Conservation Law, Westchester County Law, Civil and Small Claims are handled in this court. Once a month on a Monday there is an evening court session for Vehicle & Traffic Trials commencing and Small Claims @7:00 p.m.

### How do I answer my traffic ticket?

Vehicle & Traffic Simplified Information may be answered by mail before the appearance date (appearance/return date is located at the bottom of the ticket), with the exception of Misdemeanors, which must appear in person at the designated time on the ticket.

**POUND RIDGE JUSTICE COURT**  
**179 Westchester Avenue**  
**Pound Ridge, NY 10576**

All pleas of "**not guilty**" on a **Vehicle & Traffic** will be scheduled for pre-trial conference and mailed to the address designated on the ticket.

All pleas of "**guilty**" on a **Vehicle & Traffic** will be designated a Fine & Mandatory State Surcharge to be mailed to the address designated on the ticket.

**NOTE: ~ Review all the information on your ticket(s). To plead guilty, complete Section A of your ticket. to plead not guilty, complete Section B of your ticket.**

**~ If you have been charged with a MISDEMEANOR, you must appear in person on the date and time listed on the ticket. or if you are being charged with a third or subsequent speed in an 18 month period, you must appear in Court.**

### Why isn't the fine listed on the ticket?

Because the judge will assess the penalty. Once a plea of guilty has been entered, the judge determines the sentence and assesses the fine on each ticket filed in this Court. Once assessed, a Notice of Fine will be mailed to you with the amount due and the instructions for payment. **Most fines include a Mandatory State Surcharge(s).**

### How do I enter into a plea bargain regarding the ticket I received?

Before any plea bargains are accepted, you must first submit your plea of NOT GUILTY to the Court by signing "Part B" of the ticket you were issued with which you are interested in plea bargaining and mail or drop it off at the Court office. (address listed above)

### What is a Supporting Deposition?

A supporting deposition is a more detailed account of the ticket you were issued. If you received an electronically generated ticket, you may have been handed the supporting deposition at the same time you were handed your

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ticket from the officer. Some officers leave the supporting deposition attached to the ticket, some separate them.

### How many points are assessed?

#### POINT ASSESSMENT CHART AS ESTABLISHED BY NYS DMV

##### Speeding over the posted limit:

1 - 10 mph = 3 points  
11 - 20 " = 4 points  
21 - 30 " = 6 points  
31 - 40 " = 8 points  
Greater than 40 mph = 11 points

Speed not reasonable/too fast for conditions = 3 points

Following too Close = 4 points

Stop Sign = 3 points

Unsafe Lane Change = 3 points

Failure to Yield = 3 points

Improper Passing = 3 points

Failure to Obey Traffic Control Device = 2 points

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For clarity, go to [www.nysdmv.com](http://www.nysdmv.com)

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### How would a conviction or points effect my NYS driving privilege?

Contact NYS DMV at your local office or go to [www.nysdmv.com](http://www.nysdmv.com)

### What is the telephone number for New York State DMV?

1-518-474-0774 or from (914) area code call: (718)477-4820

### What about the effect of a conviction or points on my out-of-state license?

To find out any information regarding your license status or the effect of a conviction, contact or visit your licensing State Department of Motor Vehicles.

### My license is suspended or is going to be scofflaw suspended. What do I do?

Depending on your reason for your suspension; you must either pay the fine/surcharge due or appear in Court. If your license is suspended, and the **effective date is July 5, 2009 or before, you will be required to pay a Suspension Termination Fee of \$35.00 per suspension (maximum \$200) . Suspensions that go into effect on or after July 6, 2009, suspended driver's must pay \$70 per suspension (maximum \$400).**

----- **Suspension Termination Fees became effective September 11, 2003.** The Notice of Suspension from NYS DMV will give further information regarding this fee, or you can go to their website [www.nysdmv.com](http://www.nysdmv.com) Submit your identified payment as outlined in the "How Do I make my fine payment" question in

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this sequence along with a self-addressed stamped envelope. Send the Notice of Licensing Suspension Order (from the Department of Motor Vehicles) for endorsement and verification of the suspension date. Call the Court Clerk if you do not know the total amount due or for information on scheduling a new Court Date. You may be required to post bail to insure your appearance in Court.

### **I paid my fine to the Court, why did I get another notice to pay an additional \$300.00 or more?**

That notice came from NYS Department of Motor Vehicles and is separate from any fines or surcharges paid to the Court. The fee is called Driver's Responsibility Act (DRA). Go to [www.nysdmv.com](http://www.nysdmv.com) for any questions pertaining to that fee.

### **What is the Driver's Responsibility Act (DRA) and do I have to pay this fee? Even if I am not a NYS Driver?**

Your failure to pay the DRA will result in suspension in your driving privilege.

Go to NYS Department of Motor Vehicles website [www.nysdmv.com](http://www.nysdmv.com) for a clearer explanation of that fee or call (518)474-0774. YES you must pay that fee according to the instructions you received or outlined on that site. It is a separate fee imposed by NYS DMV and is apart from the fine/surcharge you must pay to the Court. Yes, even if you are NOT a NYS licensed driver, you will have to pay that fee.

### **How do I make my fine payment to the Court?**

Follow the instructions provided in the Fine letter sent by the Court. If you want to appear in person to make your payment, please call to make an appointment.

### **What if I misplaced the original fine notice?**

If you no longer have your fine Notice contact the Court to get the total amount due. If you are suspended or have a pending suspension be sure to call the Court Clerk to confirm the amount due. You may need to include the Suspension Termination Fee. Payment authorization forms listing improper amount will not be processed.

### **Can I pay with a personal or business check?**

No.

### **Can I pay by credit card over the telephone?**

No.

### **Do I need a lawyer to appear in Court with me?**

Although you are not required to have an attorney, you have a right to have representation at every step of the proceedings. It is not recommended that you proceed to trial without the aid of counsel, but you certainly have the right to do so.

### **What if I missed a Court date?**

You should contact the Court or your attorney immediately. Depending on the matter at hand, non-appearance could normally result in one or more of the following: Warrant Letter, Arrest Warrant, Bench Warrant, bail forfeiture

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and/or the suspension of your driver's license/privilege.

### **I have been drawn as a prospective juror, what do I need to do?**

Be sure to read your entire Jury Summons Notice. You are to call the Court as directed by the Jury Summons. Telephone for the Commissioner of Jurors in White Plains is (914)824-5600.

**Criminal Matters** (Felonies and Misdemeanors) require personal appearance of defendant in Court.

### **How do I file a Small Claim and how much is the filing fee?**

Small Claims can be filed with the Court Clerk. The party you are filing against must live, work or have a place of business in the Town of Pound Ridge. they must receive their mail in the Town of Pound Ridge. You must have the exact mailing address. Post Office boxes are not acceptable. The allowable maximum amount to claim is \$3,000.00. For claims up to \$1,000.00 the filing fee is \$10.00. For claims ove \$1,000.00 the filing fee is \$15.00. You cannot be a corporation, partnership or agency. For more information you may pick up a Small Claims Booklet at the Court Clerk's office or you may call for the booklet.

### **Is there an alternative to filing Small Claim?**

Civil matters may be heard in this Court including Summary Proceedings. Filing fee is \$20.00. Please contact the Court Clerk for the court date. The Court does not provide the Civil matter forms.

**"Procedures" for Local Law violations, Environmental Conservation Law, Westchester County Law and Dog Ordinance violations are the same as the Vehicle & Traffic Law infractions/violations/misdemeanors. Any questions can be addressed with the Court Clerk.**

### **Web Links**

[New York State DMV](#)

- [Court Clerk](#)

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