

Defendant Name: _____

Citation No.: _____

Date Issued: _____

Manatee County Civil Traffic Infraction Option Form

IMPORTANT: Failure to comply with these instructions may result in the suspension of your driver’s license, late fees, assessment of points, the imposition of additional court costs and fines, and referral to Collections. Payments received by the Clerk without this original, signed form or with no option marked will be considered an election of Option 1. If you have questions, please visit the Manatee County Clerk of Court’s webpage (www.manateeclerk.com) or the Florida Department of Highway Safety and Motor Vehicle’s webpage (www.flhsmv.gov). There, you will find details about your options, including fine amounts, approved traffic schools, answers to Frequently Asked Questions, and contact information.

Within 30 days of the traffic citation, you must choose **ONE** of the following options:

OPTION 1. PAY THE TICKET

- You can elect to pay your fine:
 - In person at the Clerk’s Office, 1115 Manatee Avenue West, Bradenton, Florida 34205
 - In person at any Amscot (cash only and payment of Amscot’s convenience fee)
 - Online by visiting www.myfloridacounty.com
 - Mail this completed form with payment to: Traffic Division, P.O. Box 25400, Bradenton, Florida 34206-5400
 - Checks and money orders payable to “Angelina ‘Angel’ Colonnese, Manatee County Clerk of Court”
 - DO NOT mail cash
- The Florida DHSMV may require drivers charged with certain violations to attend a DHSMV-approved driver improvement course in order to maintain driving privileges. See F.S. 322.0261(4).

OPTION 2. PLEAD NOT GUILTY

- Electing this option waives your right to choose Option 1 or Option 3, and your case will be set for a hearing.
- You **MUST** mail this form, with your original signature, to: Manatee County Clerk of Court, Attn: Traffic Division, P.O. Box 25400, Bradenton, Florida 34206-5400

OPTION 3. ELECT TO ATTEND BASIC DRIVER IMPROVEMENT (BDI) SCHOOL AND PAY FINE (F.S. 318.14(9))

- You can elect to attend BDI School and pay your fine (certain violations may be eligible for a payment reduction of the base fine):
 - In person at the Clerk’s Office, 1115 Manatee Avenue West, Bradenton, Florida 34205
 - In person at any Amscot (cash only and payment of Amscot’s convenience fee)
 - Online by visiting www.myfloridacounty.com
 - Mail this completed form with payment to: Traffic Division, P.O. Box 25400, Bradenton, Florida 34206-5400
 - Checks and money orders payable to “Manatee County Clerk of Court”. **DO NOT** mail cash
- For information about Basic Driver Improvement and how to find an approved course, visit www.flhsmv.gov
- Be sure to verify that you are eligible to choose this option by contacting the Florida DHSMV.
- You have 90 days to complete BDI School and provide the Certificate of Completion to the Clerk of Court.

I hereby elect the option marked above for disposition of this traffic citation. I understand this election **MAY NOT** be changed after this form and/or payment is received by the Manatee County Clerk of the Circuit Court.

Defendant’s Signature _____ Date _____ Tel. No. _____

Defendant’s Driver License No. _____ Issuing State _____

() Credit Card Circle one: MasterCard Visa Discover American Express
() Bank/Debit Card

Account Number: _____ Expiration: _____ CVV Code _____

Authorized Amount: \$ _____ *A service fee charge will be applied per transaction for credit and debit card payment services. F.S. 215.322

Cardholder’s Printed Name (must match name on card) Cardholder/Authorized Signature

Billing address (must match billing records) City State Zip

Violations Involving Operation of a Motor Vehicle In Unsafe Condition or Without Required Equipment

If you are charged with certain operating a motor vehicle in an unsafe condition or without required equipment, you may be eligible to mail or present the traffic citation and the affidavit of compliance form to the Clerk of the Court where the citation was issued and pay the applicable fines, penalties, court costs, civil penalties, surcharges, service charges, administrative fees, assessments, and other statutory costs. See F.S. 316.6105 and 318.18 for more information.

Proof of Compliance for Violations Involving Driver's Licenses, Tags, Registrations, or Insurance

If you are charged with certain violations involving your driver's license, tag, registration, or insurance, you may be eligible to present proof of compliance to the Clerk of the Court in the county where the citation was issued and pay the appropriate fine, penalties, court costs, civil penalties, surcharges, service charges, administrative fees, assessments, and other statutory costs. You will be required to provide proof of compliance which shall consist of a valid, renewed, or reinstated driver license or registration certificate and proper proof of maintenance and security (insurance). Fines may vary and depend on whether the item was or was not valid at the time you were cited. See F.S. 318.14(10) and F.S. 318.18 for more information.

Offense Charged	Fine Amount (Item <i>Was Not Valid</i> when Cited)	Dismissal Fee (Item <i>Was Valid</i> when Cited)
Drivers License Violation	\$113.00 PLUS a copy of valid driver's license	\$10.00 PLUS a copy of driver's license valid when cited (F.S. 318.18(2)(b)(2))
Tag or Registration Violation*	\$113.00 PLUS a copy of valid registration	\$10.00 plus a copy of registration valid when cited (F.S. 318.18(2)(b)(1))
Insurance Violation**	\$116.00 PLUS a copy of valid card or policy	\$10.00 PLUS a copy of card or policy valid when cited (F.S. 318.18(2)(b)(3))

*Dismissal not authorized for violations of F.S. 316.605

Any person charged with a violation of F.S. 316.646, Security Required; Proof of Security and Display Thereof, who fails to furnish proof that security (insurance) was **in effect at the time of the violation shall have their registration and driver's license suspended. Such license and registration may be reinstated only as provided in F.S. 324.0221. See F.S. 316.646(3)

Information for the Manatee County Clerk of the Circuit Court's Traffic Department

Office Hours

Monday – Friday 8:30am – 4:30pm (Closed Holidays)

Contact Information

Telephone: 941-741-4060

Email: traffic@manateeclerk.com

24 – Hour Traffic Information Line: 941-741-4061

Website: www.ManateeClerk.com

Payment Information

Mailing address: Manatee County Clerk of the Court, Attn: Traffic Violations Bureau, P.O. Box 25400, Bradenton, FL 34206-5400

Physical address: 1115 Manatee Avenue West, Bradenton, FL 34205

On-Line payments: www.myfloridacounty.com

AMSCOT: Visit www.amscot.com to find a location near you