

## Sample Letter to the Court

Presiding Judge  
King County Superior Court  
516 Third Ave.  
Seattle, Washington 98104

September 4, 2019

Re: Ticket #123456, Speeding Infraction (received 05/20/2016)

Your Honor:

I am writing about Ticket #123456, a speeding infraction I received on May 20, 2016. I could not pay for the traffic fine then. I did not have a steady job or any way to pay.

I am hoping to get my license back so I can get a job. I live in an area that does not have good public transportation. I need access to a car so I can find a job.

I am in a better position now to resolve the ticket. I have a stable place to live. A caseworker is helping me find a job.

I have tried to work out a payment plan on my ticket with the collections agency. They want me to pay 50% of the fine before they would consider a payment plan on the rest. I do not have a job. I cannot afford that big of a down payment. I request that you let me work off the fine through community service. If that is not possible, I request that you let me make payments directly to the court in an amount I can afford. I believe I can afford to pay \$\_\_\_\_\_ per month.

Attached is a letter from my case manager. It explains what I am doing in my program to improve my situation. Also attached is proof that I receive food stamps and TANF.

I would really appreciate the change to get my license back so I can get a fresh start and find a job. If you have any questions, please call me at 206-777-7777.

My mailing address is:  
500 ABC St. Apt. 123  
Seattle, WA 98104

Thank you for your time and consideration.

Sincerely,  
[your signature here]  
[type your name here]