

Citations for violations other than No License and No Kennel Permit require a HEARING or payment of the fine. If you complied by obtaining the required license or kennel permit you must report the license or permit number(s) to 520-866-6244 or 520-866-6292. Failure to report such information may lead to an increase in the penalty. **Please have the Complaint number available when calling.**

- You should be prepared to pay any penalty imposed on the day of the hearing.
- Failure to appear may result in a default judgment against you and may result in additional monetary penalties or further legal action.

### **PAYMENT OPTIONS**

- Debit Card, Credit Card, Cashier's Check or Money Orders are accepted. We can not accept cash.
- **IN PERSON:** Monday – Friday, 8:30 a.m. to 4:30 p.m., except for major holidays.
- **MAIL:** Mail this form with a cashier's check or money order payable to: **Pinal County Hearing Office.** Please include your Complaint number on the check or money order.
- **ON-LINE:** Pay on-line with a Debit or Credit Card by logging on to [www.pinalcountyaz.gov](http://www.pinalcountyaz.gov). Click on All County Departments, choose Hearing Office and select On-Line Payments. You will need your case number.
- You may request a payment plan. Minimum payments for a balance of \$300 or less are expected to be paid in full in 3 months. For a balance over \$300 the term is 6 months or special arrangements may be requested. To request a payment plan, sign below and return this form to the Hearing Office. The Clerk will send you a payment plan approved by the Hearing Officer.

I request a payment plan. \_\_\_\_\_  
Signature Date

**Contact the Hearing Office at 520-866-6244 or 520-866-6292 for more information.**