

PAINESVILLE
MUNICIPAL COURT

**IN THE PAINESVILLE MUNICIPAL COURT
LAKE COUNTY, OHIO**

2025 APR -3 AM 10:45

STATE OF OHIO

KRISTY MCBRIDE
CLERK OF COURT

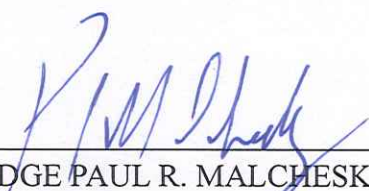
) JUDGE PAUL R. MALCHESKY
)
) JOURNAL ENTRY
)
) ADMINISTRATIVE ORDER AND JOURNAL
) ENTRY PROCESS TO COLLECT UNPAID
) FINES & COSTS

In order to fulfill the need to comply with HB29 as it relates to the issuance of Warrants, Driver's License Forfeitures, Warrant Blocks and Registration Blocks for defendants who fail to pay under their assigned payment plan, the following shall be the process to follow:

1. Set up payment plan with defendant. Have form listing information to be supplied by defendant (bank, employment, current address, current phone, current email, etc.) that the defendant will complete and sign at this time. Also, have form outlining the details of the payment plan and that the additional costs, and contempt of court shall be effective if the plan is not followed as stated.
2. Defendant pays as required...DONE
3. Defendant does not pay as required...
 - a. Send by "Regular USPS" mail a Summons to a 'Show Cause Hearing' that shall be scheduled at least 30 days from the date of mailing (include the information that if the defendant does not appear or does not pay the balance owed within this 30-day period, a warrant and DLF (Driver's License Forfeiture) (or a Warrant Block/Registration Block) shall be issued.
 - b. Defendant pays as required...DONE
 - c. Defendant appears at hearing...DONE (for the moment)
 - d. If the Summons is returned by the USPS...do your best to find a good address, but short of that, submit the case to the Attorney General's Collection service and process forfeiture.
 - e. If the defendant does NOT appear at the hearing...Warrant and DLF/Warrant Block/Registration shall be issued.
 - f. If you have the bank information from the initial information sheet, issue a bank attachment.
 - g. If you have the employment information, issue a garnishment.
 - h. When all else fails, recall the warrant and submit the case to the Attorney General's Collection service.

IT IS SO ORDERED.

DATE: 09 April 2025



JUDGE PAUL R. MALCHESKY
PAINESVILLE MUNICIPAL COURT

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