

## **Brief information relating to the enforcement of fines**

You have been sentenced to a fine by the final and binding decision of a court. The fine is principally to be paid in one go within the deadline stated in the invoice.

### **Facilitations for payment**

#### **Instalment payments**

Should you not be in the position to pay the total amount in one go there is the possibility of instalment payments. This is to be applied for in writing at the responsible Public Prosecutor's Office by stating the ref. no. and by simultaneously submitting proof. A form for the application for instalment payments is available from the Public Prosecutor's Office or on its website in the Internet.

#### **Deferral**

In exceptional cases the payment of the fine can also be deferred under certain prerequisites, this means postponed if, for example, you are expecting a larger amount of money in the near future or will begin a job. A written application at the Public Prosecutor's Office by stating the ref. no. and by submitting proof is also necessary in this case.

### **Non-payment**

#### **Debt collection**

If you do not pay the Public Prosecutor's Office can issue an enforcement order, this means to commission the bailiff with the attachment.

#### **Substitute imprisonment**

If all procedures are unsuccessful you will be summoned to begin the sentence in a prison in order to serve the substitute imprisonment. One day of imprisonment is to be served for each per diem rate of the fine. If you do not surrender yourself voluntarily a warrant of arrest will be issued and the police commissioned to pick you up.

When the (residual) fine is paid you will be released again.

## **Community service**

According to the redemption regulations the Public Prosecutor's Office can also permit you, under certain pre-requisites, to avoid the enforcement of the substitute imprisonment by free work. As a rule six hours of community service correspond with one per diem rate of the fine. For this purpose you must also file a written application to the Public Prosecutor's Office by stating the ref. no. A form for the application of the redemption of the fine by community service is available at the Public Prosecutor's Office or on its website in the Internet. With the search for a place of assignment you can be supported by the court aid or free funding bodies.