

# STATE OF FLORIDA

## Department of Highway Safety and Motor Vehicles

<b>SECTION:</b> 14	<b>SUBJECT:</b> COURT DIRECTED SUSPENSION FOR FAILURE TO PAY FINANCIAL RESPONSIBILITY ON CRIMINAL CASES	<b>PAGE:</b> 1 OF 3
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1. Definition (322.245 (5)(a) F.S.)
  - a. Failure to pay any financial obligation in any criminal case other than those specified in chapter 316, chapter 320, or chapter 322.
2. Court directed Suspension (322.245(5)(a) F.S.)
  - a. When DHSMV receives notice from the Clerk of the Court that a person licensed to operate a motor vehicle in this state under the provisions of this chapter has failed to pay financial obligations for any criminal offense other than those stated in 322.245(1), in full or in part under a pay plan pursuant to s. 28.246(4), the department shall suspend the license of the person named in the notice.

NOTE: No suspension shall be processed on out-of-state or out-of-country drivers.

3. Reinstatement (322.245(5)(b) F.S.)
  - a. The department must reinstate the driving privilege when the Clerk of Court provides an affidavit to the department that states that the person has satisfied the financial obligation in full or made all payments currently due under a payment plan; the person has entered into a written agreement for payment of the financial obligation; or a court has entered an order granting relief to the person ordering the reinstatement of the license.
  - b. A fee of \$60 must be paid to a driver license office in order to reinstate their driving privileges.
4. Suspension & Reinstatement
  - a. Electronic Submission is the preferred method of delivery to the Department. Effective August 1, 2011 the Department will require Criminal Financial Obligations to be submitted electronically. A copy of the file format can be found at:  
[www.flhsmv.gov/courts](http://www.flhsmv.gov/courts)
  - b. Until August 1, 2011 paper submissions can be mailed to:  
Bureau of Motorist Compliance  
2900 Apalachee Parkway, Room B260  
Tallahassee, Florida 32399  
(See recommended form on page 2 of this section)
  - c. Reinstatement affidavit (See recommended form on page 3 of this section) should be given to the person. The Court may electronically clear suspensions via the Criminal Financial Obligation Electronic process. However, this method does not clear the record immediately. It is suggested the court directs the person to a driver license office for reinstatement.
  - d. If a suspension notice is sent in error please contact Court Assist at 850-617-2589 or send an E-mail to [CourtAssist@flhsmv.gov](mailto:CourtAssist@flhsmv.gov). The suspension will be deleted and the department will notify the person who was suspended in error.

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**NOTICE TO SUSPEND DRIVING PRIVILEGE FOR FAILURE TO PAY ANY  
FINANCIAL OBLIGATION IN ANY OTHER CRIMINAL CASE**

Pursuant to Section 322.245(5)(a), Florida Statutes

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

DATE OF BIRTH: \_\_\_\_\_ SEX: \_\_\_\_\_ RACE: \_\_\_\_\_

CASE NUMBER: \_\_\_\_\_

COUNTY CODE: \_\_\_\_\_

DRIVER LICENSE NUMBER: \_\_\_\_\_

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Signature of Person Submitting Report

Date Mailed to DHSMV: \_\_\_\_\_

MAIL TO:

Department of Highway Safety and Motor Vehicles  
Division of Driver Licenses, Bureau of Records  
Neil Kirkman Building, Room B235 – MS 91  
Tallahassee, Florida 32399-0575

