



MAYOR'S COURT

GUIDE TO COURT COSTS SUBMISSION



TABLE OF CONTENTS

GENERAL OVERVIEW.....	4
GENERAL LIST OF ALL STATUTORILY AUTHORIZED COSTS	4
I. COSTS THAT APPLY TO ALL MAYOR’S COURTS	6
A. Mandatory costs for all Mayor’s courts in all cases	6
1. Law Enforcement Officer Training	6
2. Trial Court Management Information System	6
3. Judicial College	6
4. Crime Stoppers Organizations	7
B. Permissive costs for all Mayor’s courts in all cases_	7
1. Bench Warrants	7
C. Mandatory costs for all Mayor’s courts in all cases excluding traffic	7
1. Crime Victims Reparations Fund	7
D. Mandatory costs for all Mayor’s courts concerning traffic violations	8
1. Traumatic Head and Spinal Cord Injuries Services	8
2. Disability Affairs Trust Fund	8
3. Fees Concerning a defendant who failed to appear at a Traffic Citations Summons	9
4. Fees concerning license renewal or reissuance	9
5. Traffic violations/fees concerning Office of Motor Vehicles Abstract/Conviction submissions	9
E. Permissive costs for all Mayor’s courts concerning traffic violations	9
1. Fee for Accessible Parking Violations	9
2. Fees concerning late or non-payment of a fine	9
F. Mandatory costs for all Mayor’s courts concerning litter violations	9
1. Louisiana Help Our Wildlife Fund	9
II. COSTS THAT APPLY TO ONLY SOME OR SPECIFIC MAYOR’S COURTS.....	10
A. Mandatory costs for some/specific Mayor’s courts in all cases	10
1. Witness fees_	10
2. Florida Parishes Juvenile Justice Commission_	11
3. Criminalists Laboratory Commission Additional Fess_	11
4. Central Louisiana Juvenile Detention Center Authority_	12
5. Feliciana Juvenile Justice District_	12
6. Ware Youth Center Authority_	12
7. Indigent Defender Fund_	13
B. Mandatory costs for some/specific Mayor’s Courts for traffic violations	13
1. North Louisiana Criminalists Laboratory Commission	13
2. Criminalistics Laboratory Commission	14
C. Permissive costs for some/specific Mayor’s courts in all cases	14
1. Concerning Mayor’s Court in Livingston	14
2. Concerning Mayor’s Court in Sterlington	14

3. Concerning Mayor’s Court in Clinton	14
4. Concerning Mayor’s Courts in Anacoco, et al	14
5. Concerning Mayor’s Court in Lockport	14
6. Concerning Mayor’s Courts in DeQuincy, Iowa, Vinton, and Westlake	14
7. Concerning Mayor’s Court in Mansura	15
8. Concerning Mayor’s Court in New Llano	15
9. Concerning Mayor’s Court in Rosepine	15
10. Concerning Mayor’s Court in Kenner	15
11. Concerning Certain Mayor’s Courts in Basile, Grammercy, and Lutcher	15
D. Permissive costs for specific Mayor’s Courts for traffic violations	16
1. Concerning Municipal Court in Oberlin	16
III. PAYMENT OF COSTS.....	17
IV. ENDNOTES	18
APPENDIX OF FORMS	19
EXAMPLE OF COST ASSESSMENTS	29

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GENERAL OVERVIEW

State law (R.S §33:441) authorizes the mayor to assess court costs, up to \$30 per offense, on any defendant convicted of violating a municipal ordinance.¹ Further, the mayor may impose additional court costs, up to \$20 per offense, on any defendant convicted of a violation of a municipal ordinance, so long as \$10 of such additional costs be remitted to the local public defender's office.²

The Louisiana Office of the Attorney General has given an opinion that fines and forfeitures collected in Mayor's Court must be paid into the town treasury, unless otherwise allocated.³

The following information is a list of mandatory and permissive court costs as well as where to send collections of such court costs.

GENERAL LIST OF ALL STATUTORILY AUTHORIZED COSTS

COSTS THAT APPLY TO ALL MAYOR'S COURTS

Mandatory costs that must be paid by all Mayor's courts in all cases include fees for the following:

1. Law Enforcement Officer Training
2. Trial Court Management Information System
3. Judicial College
4. Crime Stoppers Organizations

Permissive costs that may be assessed by all Mayor's courts in all cases include fees for the following:

1. Bench Warrants

Mandatory costs that must be paid by all Mayor's courts in all cases, except traffic cases, include fees for the following:

1. Crime Victims Reparations Fund

Mandatory costs that must be paid by all Mayor's courts in cases involving traffic violations include fees for the following:

- 1) Traumatic Head and Spinal Cord Injuries Services
- 2) Disability Affairs Trust Fund
- 3) Fees concerning a defendant who failed to appear at a Traffic Citation Summons
- 4) Fees concerning license renewal or reissuance
- 5) Traffic Violations/Fees to cover submitting abstract or conviction of Office of Motor Vehicles

Permissive costs that may be assessed by all Mayor's courts in cases involving traffic violations include fees for the following:

- 1) Fee for Accessible Parking Violations
- 2) Fees concerning late or non-payment of a fine

Mandatory costs that must be paid by all Mayor's courts in cases involving litter violations include fees for the following:

1. Louisiana Help Our Wildlife Fund

COSTS THAT APPLY TO ONLY SOME OR SPECIFIC MAYOR'S COURTS

Mandatory costs that are to be assessed by only some or specific Mayor's courts to all types of cases include fees for the following:

- 1) Witness Fees
- 2) Florida Parishes Juvenile Justice Commission
- 3) Criminalistics Laboratory Commission Additional Fees
- 4) Central Louisiana Juvenile Detention Center Authority
- 5) Feliciana Juvenile Justice District
- 6) Ware Youth Center Authority
- 7) Indigent Defender Fund

Mandatory costs that are to be assessed by some or specific Mayor's Courts that apply to traffic violations include fees for the following:

1. North Louisiana Criminalistics Laboratory Commission
2. Criminalistics Laboratory Commission

Permissive costs that may be assessed by some or specific Mayor's courts that apply to all types of cases include fees for the following:

- 1) Concerning Mayor's Court in Livingston
- 2) Concerning Mayor's Court in Sterlington
- 3) Concerning Mayor's Court in Clinton
- 4) Concerning Mayor's Courts in Anacoco, et al
- 5) Concerning Mayor's Court in Lockport
- 6) Concerning Mayor's Courts in DeQuincy, Iowa, Vinton, and Westlake
- 7) Concerning Mayor's Court in Mansura
- 8) Concerning Mayor's Court in New Llano
- 9) Concerning Mayor's Court in Rosepine
- 10) Concerning Mayor's Court in Kenner
- 11) Concerning Certain Mayor's Courts in Basile, Grammercy, and Lutchter

Permissive costs that may be assessed by specific Mayor's courts that apply to traffic violations include fees for the following:

- 1) Concerning Municipal Court in Oberlin

I. COSTS THAT APPLY TO ALL MAYOR'S COURTS

A. Mandatory costs that must be paid by all Mayor's courts in all cases include fees for the following:

- 1) **Law Enforcement Officer Training:** A person convicted of an ordinance must be assessed an additional \$2 as special costs. The costs, less 2% withheld for administrative costs, are to be paid to the Louisiana Commission of Law Enforcement and Administration of Criminal Justice to be used to train law enforcement officers as directed by the Peace Officer Standards and Training Council. The costs are to be remitted to the Commission ON OR BEFORE THE FIRST DAY OF EACH MONTH. Monies that are remitted and deposited in the Crime Victims Reparations Fund may be used to assist local law enforcement agencies as well.⁴

APPENDIX FORMS C, C(1) and C(2) should accompany fees submitted under this statute. Checks should be made payable to the Louisiana Commission on Law Enforcement and mailed to the following address:

Attention: Fiscal Department/Law Enforcement Training Fund
Louisiana Commission on Law Enforcement
PO Box 3133
Baton Rouge, LA 70821-3133

- 2) **Trial Court Management Information System:** An additional \$1 assessment is required as special cost to each person convicted of an ordinance in a court in a municipality with a population of 2,000 or less. If the population is over 2,000, an additional \$3 cost is assessed. The costs are to be paid to the state treasury ON OR BEFORE THE TENTH OF EACH MONTH and credited to the Trial Court Case Management Information Fund.⁵

APPENDIX FORM D should accompany any fees submitted under this statute. Checks should be made payable to Treasurer, State of Louisiana – CMIS. Fees should be mailed to the following address:

Attention CMIS Collections
Judicial Administrator
Supreme Court of Louisiana
400 Royal St., Suite 1190
New Orleans, La. 70130-8101

- 3) **Judicial College:** A fee of \$0.50 must be imposed for each conviction of an ordinance violation as a special court cost to be transmitted monthly to the Louisiana Supreme Court in the manner and form specified by the court to be used to defray the costs

associated with the general growth and program improvement strategies of the Judicial College. **FEES SUBMITTED UNDER THIS STATUTE SHOULD BE PAID BY THE 15th OF THE MONTH FOLLOWING COLLECTION.**⁶

APPENDIX FORM F should accompany any fees submitted under the above statute. Checks should be made payable to the Louisiana Supreme Court and mailed to the following address:

Judicial Administrator, Supreme Court of Louisiana
Attention: Louisiana Judicial College Collections
400 Royal St., Suite 1190
New Orleans, LA 70130-8101

- 4) **Crime Stoppers Organizations**: The municipal chief of police may certify one or more organizations as certified crime stoppers organizations for the court. If more than one organization is certified, the chief is to determine how the funds raised through the court for this purpose are to be allocated using the certification guidelines. If an organization is a certified crime stoppers organization for the purpose of obtaining information about a specific type of criminal activity, the chief may determine that only funds which are raised from convictions for violations of that specific type of criminal activity should be allocated to said organization.

Whenever a defendant in a criminal or traffic matter is convicted of any criminal offense or any traffic offense for which the chief has certified one or more organizations as certified crime stoppers organizations, the court shall levy an additional \$2 as cost of court per offense for which the defendant is convicted. The court should not suspend the payment of this cost.

The court is to pay the proceeds from the additional cost to the certified crime stoppers organization each month. If more than one organization has been certified, the court is to distribute the proceeds from the additional cost between or among those certified crime stoppers organizations, with the determination of the allocation of those funds by the chief.⁷

B. Permissive costs that may be assessed by all Mayor's courts in all cases include fees for the following:

- 1) **Bench Warrant**: A reasonable cost may be levied against persons convicted of an ordinance violation to cover costs expended by the sheriff, marshal, constable, or municipal police to serve a bench warrant. **The cost is to be paid to the sheriff, marshal, constable, or municipal police as reimbursement.**⁸

C. Mandatory costs that must be paid by all Mayor's courts in all cases except traffic cases include fees for the following:

- 1) **Crime Victims Reparations Fund**: A cost of **\$7.50** must be collected for each violation of a municipal ordinance, excluding traffic violations, which results in a conviction. The cost must be paid by the defendant and cannot be suspended or waived unless the defendant is indigent, all other court costs are suspended or waived, or restitution is ordered. **These**

costs are to be remitted to the Louisiana Commission on Law Enforcement and Administration of Criminal Justice ON OR BEFORE THE FIRST OF EACH MONTH.⁹

APPENDIX FORMS C, C(1) and C(2) should accompany fees submitted under this statute. Checks should be made payable to the Louisiana Commission on Law Enforcement and mailed to the following address:

Attention: Fiscal Department/Law Enforcement Training Fund
Louisiana Commission on Law Enforcement
PO Box 3133
Baton Rouge, LA 70821-3133

D. Mandatory costs that must be paid by all Mayor's courts in cases involving traffic violations include fees for the following:

- 1) **Traumatic Head and Spinal Cord Injuries Services:** A cost of \$5 must be assessed as special cost for each reckless driving or speeding violation. **This cost is to be remitted to the state treasurer WITHIN 30 DAYS AFTER COLLECTION** and used for programs designed to provide service to Louisiana citizens disabled by traumatic head and spinal cord injuries. If payment arrangements for other fines, fees, cost, and punishments are made to provide an offender the opportunity to make restitution over an extended period of time, **the fee is to be collected in priority after costs of court. FEES SHOULD BE PAID BY THE 7th OF EACH MONTH.**¹⁰

APPENDIX FORM E should accompany any fees submitted under this statute. Checks should be made payable to DHH-TH/SCI T.F. and mailed to the following address:

LDHH THSCI
P.O. Box 62991
New Orleans, LA 70162-2991.

Funds for the above may also be sent via overnight/courier to the following:

JPMorgan Chase
Attn: LDHH THSCI #62991
Harahan, LA 70123

- 2) **Disability Affairs Trust Fund:** A fee of \$25 must be imposed for each violation of an accessible parking ordinance (e.g. unlawful parking in a handicap parking space, no-parking or fire zone). **The fee is to be remitted to the state treasurer WITHIN 30 DAYS AFTER COLLECTION** and used solely for the operation of the Governor's Office of Disability Affairs and any program designed to provide services to Louisiana citizens with disabilities.¹¹ The Office of the Treasurer does not provide any particular form for submitting fees under this statute. A cover letter that names the submitting mayor's court and designation of fees will suffice. **For further information, questions, or issues that**

arise concerning the above statutory requirements, please contact the Office of the Louisiana State Treasurer via telephone at (225) 342-0010.

Any fees submitted under this statute can be mailed to the following address:

Louisiana Department of the Treasury
Attn: Fiscal Division
P.O. Box 44154
Baton Rouge, Louisiana 70804

- 3) **Concerning a defendant who failed to appear at a Traffic Citation Summons:** When the defendant does not make an appearance to pay the appropriate fine, **an additional fine of \$12.50 is to be paid to mayor's court.**¹²
- 4) **Concerning license renewal or reissuance:** A person seeking renewal or reissuance of a suspended license must pay **an additional fee of \$25 to the office of the prosecuting authority** to defray administrative costs.¹³
- 5) **Traffic Violations/Fee:** For every conviction, final judgment of bail forfeiture, or other final disposition involving a violation of an ordinance for regulating the operation of motor vehicles on highways, **a fee \$2 shall be added to be retained by the court to cover the cost of preparing and submitting the abstract of the conviction or forfeiture to the Office of Motor Vehicles.** *(This fee does not apply to parking violations.)*¹⁴

E. Permissive costs that may be assessed by all Mayor's courts in cases involving traffic violations include fees for the following:

- 1) **Fee for Accessible Parking Violations:** In addition to all fines, fees and costs, **a \$25 fee** may be imposed for each violation of accessible parking regulations established by ordinance **to be used exclusively to fund the enforcement of a formal accessible parking enforcement program instituted by the municipality.**¹⁵
- 2) A person who fails to pay the fine of a citation by mail prior to adjudication and fails to appear at the time and date on citation may have **an additional penalty, up to the amount of the original fine, imposed.** Further, the Attorney General has given the opinion that **a mayor's court may impose a fine, limited to the amount of the original fine of the violation, on individuals who fail to appear for court as scheduled for traffic violations.** *(An exception exists when the fine was paid by certified mail postmarked on or before the date indicated on the citation. For other exceptions see R.S. 32:57(D).)*¹⁶

F. Mandatory costs that must be paid by all Mayor's courts in cases involving litter violations include fees for the following:

Former provision for the Louisiana Help Our Wildlife Fund was abolished in 2020. Nothing currently is required to be collected or remitted.

II. COSTS THAT APPLY TO ONLY SOME OR SPECIFIC MAYOR'S COURTS

A. Mandatory costs that are to be assessed by only some or specific Mayor's courts to all types of cases include fees for the following:

- 1) **Witness Fees:** Except in the mayor's courts of Welsh, Vinton, and Mansfield as discussed further below, each law enforcement officer who is required to be a witness in a case, in his official capacity, during any time when he would not otherwise be required to report to work or perform his official duties is to be paid **\$50 per day per case, not to exceed \$150 per day. Application should be made to the governing authority of the municipality holding the mayor's court and then forwarded to the law enforcement officer's employer.** The officer's employer should calculate and withhold all deductions for taxes and the remaining amount should be paid to the officer within 30 days of receipt of payment. **The fees are to be paid from court costs assessed and collected in individual cases in which there is a guilty plea or a conviction, so long as the cost assessed for any one person does not exceed \$50. THIS FEE SHOULD NOT BE PAID IF THE OFFICER IS TO BE COMPENSATED BY HIS EMPLOYER FOR HIS APPEARANCE.**¹⁸

Concerning the municipalities of Welsh, Vinton, and Mansfield, and Kenner:

- a. **Welsh and Vinton:** As specifically authorized by R.S. 15:254.6 and 15:254.8, witness fees in the amount of **\$25 per case per day, in the maximum amount of \$75 per day,** are to be paid to off-duty law enforcement officers subpoenaed to testify in a case before the mayor's court, even if the case does not go to trial.¹⁹ **This fee is to be paid from court costs assessed and collected in individual cases in which there is a plea of guilty or a conviction, in accordance with a schedule of costs adopted by the court. The collected costs are to be placed in a special fund maintained and administered by the town clerk. Any unexpended and unencumbered funds remaining in the witness fee account at the end of each calendar year may be transferred to the town's general fund to pay for infrastructure improvements and equipment.**

- b. **Mansfield:** Each law enforcement officer, who, because of his official connections with any criminal case being tried in mayor's court, is required to be present as a witness in the case at any time when he would otherwise not be required to report to work or perform official duties is to be paid **a sum not to exceed \$25 per day per case, not to exceed more than \$75 per day, regardless of the number of cases his presence is required. The costs assessed and collected in an individual case are not to exceed \$25. The city may adopt an ordinance which provides that on January 1st of each year, the amount of money in the witness fee fund for the court which exceeds \$30,000 shall be transferred to the general fund to be used solely for purchasing equipment for the city's police department.** The witness fee fund should never be reduced below \$30,000 as a result of a transfer made under this provision.²⁰
- c. **Kenner:** The city of Kenner may adopt an ordinance which provides that annually on July 1st, the amount of money in the witness fee fund for the mayor's court **which exceeds \$50,000 be transferred to the city's general fund to be used solely to purchase equipment for the police department.**²¹
- 2) **Florida Parishes Juvenile Justice Commission:** Each mayor's court located in Livingston, St. Helena, St. Tammany, Tangipahoa, or Washington Parish must levy **as special cost not to exceed \$5 for each conviction** of a violation of a municipal ordinance, including any traffic violation. The statute authorizes the court to deduct a like amount from any fine imposed instead of assessing such as a special cost. **The amount collected must be remitted BY THE TENTH OF EACH MONTH to the Florida Parishes Juvenile Justice Commission to be used for the expense of its operation.**²²

APPENDIX FORM G should accompany any fees being submitted under the above statute. Checks should be made payable to the Florida Parishes Juvenile Justice Commission and mailed to the following address:

Florida Parishes Juvenile Justice Commission
Attn: Juvenile Detention Center Operations Fund
P.O. Box 2
Hammond, LA 70404-0002

- 3) **Criminalistics Laboratory Commissions Additional Fees:** In all criminal cases, other than traffic offenses, prosecuted in any mayor's court sitting within a parish which is part of the Acadian Criminalistics Laboratory Commission, the North Louisiana Criminalistics Laboratory Commission, the Southeast Louisiana Regional Criminalistics Laboratory Commission, and any other criminalistics laboratory commission or of a sheriff's criminalistics laboratory established by legislative act, **there shall be a \$50 fee assessed, in addition to and separate from other costs, against every defendant who is convicted after trial, enters a plea of guilty or nolo contendere, or who forfeits his bond. Further, a fee not to exceed \$1,000 shall be assessed as reimbursement to the commission if laboratory personnel performed a scientific test of any evidence seized pursuant to the investigation or prosecution of a violation. The collected funds must**

be remitted to the applicable criminalistics laboratory commission ON THE FIRST DAY OF EACH MONTH.²³

- 4) **Central Louisiana Juvenile Detention Center Authority:** In the parishes of Avoyelles, Catahoula, Concordia, Grant, LaSalle, Vernon and Winn: in any mayor's court, under municipal ordinance, for all misdemeanor prosecutions (including traffic offenses), **special costs in the amount of \$7.50** be levied against every defendant who is convicted after trial, enters a plea of guilty or nolo contendere, or who forfeits bond. The court may direct that a like amount be deducted from a fine imposed prior to disposition of the fine in accordance with other laws rather than imposing the fee as a special cost. **The amount collected shall be remitted BY THE TENTH OF THE MONTH FOLLOWING THE MONTH IN WHICH COLLECTED by the proper officer of the court to the board of the Authority** to be used for the expenses of its operation.²⁴
- 5) **Feliciana Juvenile Justice District:** In the parishes within the jurisdiction of the district, in addition to any fines or costs imposed by law, in all misdemeanor prosecutions (including traffic offenses), under local ordinance, in any mayor's court, **special costs in the amount of \$5** shall be assessed against every defendant who is convicted after trial, enters a plea of guilty or nolo contendere, or who forfeits bond. **The funds are to be collected by the magistrate of the mayor's court and submitted to the District Attorney's office for the Twentieth Judicial District.**²⁵ No specific form is required for submission of fees to this office for the above fund. The 20th Judicial District Attorney's office can be reached via the following:

East Feliciana Parish
P.O. Box 8428
Clinton, LA 70722
(225) 683-8563
FAX: (225) 683-3117

West Feliciana Parish
P.O. Box 1247
St. Francisville, LA 70775
(225) 635-4612
FAX: (225) 635-4691

Jackson Satellite
P.O. Box 338
Jackson, LA 70748
(225) 634-2545
FAX: (225) 634-2545

- 6) **Ware Youth Center Authority:** In the parishes of Bienville, Claiborne, DeSoto, Natchitoches, Red River, Sabine, and Webster, in all misdemeanor prosecutions (including traffic offenses), under municipal ordinance, in any mayor's court, **special costs in the amount of \$7.50** must be levied against every defendant who is convicted after trial or

who enters a plea of guilty or nolo contendere or who forfeits bond. The court may direct a like amount be deducted from any fine imposed prior to disposition of the fine in accordance with other laws instead of imposing such fee as special costs.

The amounts collected shall be remitted BY THE TENTH OF THE MONTH FOLLOWING THE MONTH IN WHICH COLLECTED, by the proper officer of the court to the board of the Authority to be used for the expenses of its operations.²⁶

No specific form is required for submission of fees to this authority. The authority can be reached via the following:

WARE YOUTH CENTER AUTHORITY

3565 Highway 71

Coushatta, Louisiana 71019

Phone: (318) 932-4411

Fax: (318) 932-6940

- 7) **Indigent Defender Fund:** There should be an assessment of **an additional court cost of \$45** for each conviction of a violation. **These costs are to be remitted to the Indigent Defender Fund for the judicial district in which the court is located.** Exceptions from this provision include the mayor's courts in Jonesville and other municipalities with populations less than 5,000.²⁷ **Some judicial districts may have forms to accompany fees, such as the 30th Judicial District. The public defender's office for each corresponding district can provide more specific information as to whether there is any specific form or standard of fee submission to the local Indigent Defender Fund.**

B. Mandatory costs that are to be assessed by some or specific Mayor's Courts that apply to traffic violations include fees for the following:

- 1) **North Louisiana Criminalistics Laboratory Commission:** The Laboratory Commission serves the parishes of Avoyelles, Bienville, Bossier, Caddo, Caldwell, Catahoula, Claiborne, Concordia, Desoto, East Carroll, Franklin, Grant, Jackson, LaSalle, Lincoln, Madison, Morehouse, Natchitoches, Ouachita, Rapides, Red River, Richland, Sabine, Tensas, Union, Vernon, Webster, West Carroll and Winn. Each mayor's court located in a parish that is a part of the North Louisiana Criminalistics Laboratory Commission must assess **a special cost of \$10** against every defendant who is convicted after trial, who enters a plea of guilty or of nolo contendere, or who forfeits his bond of a violation of municipal traffic ordinance. **The amount collected must be remitted to the North Louisiana Criminalistics Laboratory ON THE FIRST DAY OF EACH MONTH** to be used for the necessary expenses of the commission and of the laboratory.²⁸

APPENDIX FORM H should accompany any fees being submitted under the above statute. Checks should be made payable to the North Louisiana Criminalistics Laboratory Commission and mailed to the following address:

North Louisiana Criminalistics Laboratory

1630 Tulane Avenue

Shreveport, LA 1103

For any questions or issues, the North Louisiana Criminalistics Laboratory Commission can be reached via telephone at (318) 227-2889.

- 2) **Criminalistics Laboratory Commission:** Each mayor's court located within a parish part of a criminalistics laboratory commission must assess a **special cost of \$30 for traffic ordinances (\$10 for improper use of a safety belt)**, other than certain exceptions provided in the statute, for each defendant who is convicted after trial, enters a plea of guilty or nolo contendere, or who forfeits his bond. **The amount collected must be remitted to the criminalistics laboratory commission ON THE FIRST DAY OF EACH MONTH** to be used for necessary operating expenses of the commission and of the laboratory.²⁹

C. Permissive costs that may be assessed by some or specific Mayor's courts that apply to all types of cases include fees for the following:

- 1) In Livingston, an additional amount, not to exceed \$50, may be imposed against any defendant convicted of a violation of a municipal ordinance.³⁰ *(NOTE: The relevant Louisiana statute does not provide any specific designation or allocation of these additional funds.)*
- 2) In Sterlington, an additional amount, not to exceed \$10, may be imposed against any defendant convicted of a violation of a municipal ordinance. **This amount must be allocated to the town's police department.**³¹
- 3) In Clinton, additional court costs, of a maximum of \$15 per offense, on any defendant convicted of a violation of a municipal ordinance may be imposed, **which funds are to be allocated to the town's police department.**³²
- 4) For the municipalities of Anacoco, Benton, Blanchard, Brusly, Delcambre, Elton, Erath, Golden Meadow, Greenwood, Jean Lafitte, Kinder, Oak Grove, Port Barre, Richwood, Simmesport, Vinton, and White castle, the mayor can assess against any defendant convicted of a violation of a municipal ordinance **an additional cost, up to \$20 per offense.**³³ *(NOTE: None of the relevant statutes provide for any specific allocation or designation of said additional fees.)*
- 5) In Lockport, **an additional maximum amount of \$40 per offense** may be imposed on any defendant convicted of a violation of a municipal ordinance. **This additional amount should be allocated to the town** for use by the town's law enforcement for purchase, repair and replacement of law enforcement equipment and technological upgrades for the town and the town's police department.³⁴
- 6) In DeQuincy, Iowa, Vinton and Westlake, **an additional amount, up to \$20 per offense**, may be imposed on a defendant convicted of a violation of a municipal ordinance or traffic violation, with the condition that half of the additional amount imposed be remitted to the Fourteenth **Judicial District's Indigent Defender Fund. Also, additional costs governed under R.S. 40:2264 (North Louisiana Criminalistics Laboratory Commission additional cost in the maximum of \$10 per offense) and R.S. 40:2266.1 (Criminalistics Laboratory Commission additional cost in the maximum of \$30 per offense) in excess of \$10 per offense is optional in any mayor's court that actually**

levies the additional costs authorized in this paragraph.³⁵ [NOTE: THIS STATUTE IS NULL AND VOID ON AUGUST 1, 2023.]

- 7) In Mansura, **an additional amount of a maximum of \$85 per offense** may be levied against a defendant convicted of a violation of a municipal ordinance.³⁶ (NOTE: The relevant Louisiana statute does not provide any specific designation or allocation of these additional funds.)
- 8) In New Llano, the mayor may impose **additional court costs not exceeding \$40 per offense** on any defendant convicted of a violation of a municipal ordinance **so long as \$10 of any such additional court costs be remitted to the Thirtieth Judicial District's Indigent Defender's Fund.**³⁷

APPENDIX FORM A should accompany submission of fees under this statute. Checks for submitted fees should be made payable to 30th JDC Indigent Defender Fund and should be mailed to the following address:

30th JDC Public Defenders' Office
501 South Fourth Street
Leesville, LA 71446

- 9) In Rosepine, **additional court costs in the amount of \$30 or less per offense** may be imposed on any defendant convicted of a violation of a municipal ordinance.³⁸ (NOTE: The relevant Louisiana statute does not provide any special designation or allocation for the additional funds.)
- 10) In Kenner, the mayor may impose **additional court costs in the amount of \$30 or less per offense** on any defendant convicted of a violation of a municipal ordinance. **This amount is to be allocated to the city to be used for the mayor's court security enhancements and technological upgrades.**³⁹
- 11) Certain municipalities may adopt ordinances setting maximum court costs.
 - a) If authorized by ordinance, in Basile, an additional amount, not to exceed \$75 per offense, may be imposed on a defendant. (R.S. 33:447.8)³⁹
 - b) Similarly, in Grammercy and Litcher, an additional amount, not to exceed \$23 per offense, may be imposed on a defendant as allowed by ordinance.⁴¹

Of the additional costs imposed on such defendants as described in the two immediately preceding paragraphs, **the mayor may allocate a portion of such funds to be deposited into a special account to be transmitted to the Louisiana Association of Chiefs of Police** for law enforcement education and training.

APPENDIX FORM B should accompany any checks for fees being submitted to the Louisiana Association of Chiefs of Police. Fees should be submitted on a quarterly or

monthly basis. Checks should be made payable to the Louisiana Association of Chiefs of Police and mailed to the following address:

Louisiana Association of Chiefs of Police
700 North 10th Street, Ste. 250
Baton Rouge, LA 70802

If further questions or issues arise, the contact phone number for the association is (225) 387-3261.

All other funds not allocated as provided above, according to the office of the Attorney General, **should be paid to the town's treasury.**

D. Permissive costs that may be assessed by specific Mayor's courts that apply to traffic violations include fees for the following:

- 1) In Oberlin, unless otherwise specified by law, in all traffic violation cases, the municipal judge may levy **additional court costs of a maximum of \$50** against a defendant. **These proceeds should be deposited into a special account and used to defray operational expenses of the Oberlin Police Department.**⁴²

NOTE 1: Where no specific designation or allocation of funds is given, fees should be paid to the town treasury.

NOTE 2: The Code of Criminal Procedure Article 887 authorizes the magistrate of a mayor's court to suspend court costs except the following:

- 1) As provided by La. R.S. 46:1816(D) for the Crime Victims Reparations Fund and for training local law enforcement officers
- 2) As provided by Louisiana Code of Criminal Procedure Article 895.4(1) for crime stoppers organizations
- 3) The Code of Criminal Procedure Article 887 also provides that if state costs are suspended, the court may not assess local costs.

III. PAYMENT OF COSTS

Costs shall be payable immediately, except as provided in Code of Criminal Procedure Article 875.1, relative to determination of ability to pay. However, in cases involving the violation of any traffic ordinance, the court having jurisdiction may grant the defendant five judicial days after rendition of judgment to pay any costs and any fine imposed.⁴³

Code of Criminal Procedure Article 875.1:

Unless otherwise stated, before enforcing payment, the court must determine whether imposing the financial obligations in full of the aggregate amount would cause substantial financial hardship to the defendant or his dependents.

[Substantial Financial Burden at Initial Determination] If the court determines that payment in full of the aggregate amount of fines, fees, and special costs would cause substantial financial burden to the defendant or his dependents, at the discretion of the mayor, the court **shall**:

(a) waive all or any portion of the financial obligations

(NOTE: financial obligations that cause undue hardship on the offender should be waived, modified, or forgiven); OR

(b) order a payment plan that requires the defendant to make a monthly payment to fulfill the financial obligations

(NOTE: creating a payment plan based on ability to pay results in financial obligations that the offender is able to comply with and often results in more money collected).

[Substantial Financial Burden After Initial Determination] If the defendant's ability to pay changes after the initial determination, the defendant or his attorney may file a motion with the court to revalue and determine whether under the defendant's current circumstances payment in full would cause substantial financial hardship. If the court determines that the defendant's current circumstances would cause substantial financial hardship to the defendant or his dependents, the court **may** either waive or modify the defendant's financial obligation, or recalculate the amount of the monthly payment owed.

ENDNOTES

- ¹ R.S. 33:442(A)(1)
- ² R.S. 33:442(A)(2)
- ³ A.G.O. 79-772 (citing A.G.O. 77-15)
- ⁴ R.S. 46:1816 (E)
- ⁵ C.Cr.P. Art. 887 (F)
- ⁶ R.S. 13:86
- ⁷ C.Cr.P. Art. 895.4
- ⁸ C.Cr.P. Art. 887 (H)
- ⁹ R.S. 46:1816 (D)
- ¹⁰ R.S. 46:2633
- ¹¹ R.S. 46:2583
- ¹² R.S. 32:57.1(B)
- ¹³ R.S. 32:57 .2
- ¹⁴ R.S. 32:393
- ¹⁵ R.S.40:1742.1
- ¹⁶ R.S. 32:57 (D)
- ¹⁷ R.S. 56:70.3
- ¹⁸ R.S. 15:255 (E)
- ¹⁹ R.S. 15:254.6; 15:254.8
- ²⁰ R.S. 15:255 (E)(1)-(2) and (L)
- ²¹ R.S. 15:255 (N)
- ²² R.S. 15:1094.7
- ²³ R.S. 40:2266.1
- ²⁴ R.S. 15:1105.6
- ²⁵ R.S. 15:1107.6
- ²⁶ R.S. 15:1097.6
- ²⁷ R.S. 15:168
- ²⁸ R.S. 40:2264
- ²⁹ R.S. 40:2266.1
- ³⁰ R.S. 33:447.16
- ³¹ R.S. 33:447.9
- ³² R.S. 33:447.3
- ³³ R.S. 33:447.2; R.S. 33:447.4; R.S. 33:447.5; R.S. 33:447.14
- ³⁴ R.S. 33:447.10
- ³⁵ R.S. 33:447.11
- ³⁶ R.S. 33:447.12
- ³⁷ R.S. 33:448 (D)
- ³⁸ R.S. 33:447.13
- ³⁹ R.S. 33:447.15
- ⁴⁰ R.S. 33:447.8
- ⁴¹ R.S. 33:447.6; R.S. 33:447.7
- ⁴² R.S. 13:2116
- ⁴³ C. Cr. P. Art. 888

APPENDIX OF FORMS

**The following pages are forms that accompany
Mayor's Court Costs/Fees Submissions
as provided in the previous guide**

APPENDIX FORM A

**COURT FEES AND PARTIAL PAYMENT OF ATTORNEY FEES
REMITTANCE FORM**

PLEASE RETURN BY THE 10th DAY OF EACH MONTH TO:

30th JDC Public Defenders' Office
501 South Fourth Street
Leesville, LA 71446

The attached check represents payment for the \$10 special court cost imposed per case for which a person is convicted under Act No. 361, 2016.

Checks payable to: 30th JDC Indigent Defender Fund

Remitted by: Mayor's Court, Town of Anacoco

Calendar Month and Year for which the remittance is made: _____

Mayor's Court Cost

Total Number of Cases _____ Total Amount Remitted \$ _____

Check # _____

I, _____, do hereby submit that the above represents, to the best of my knowledge and belief, a true and accurate accounting of the number of convictions, guilty pleas and/or nolo contendere pleas obtained by the court for the calendar month specified.

Court CMIS ID Number: _____ _____
Signature

Please Type or Print Name

Email Address

For Public Defender Office Use Only

COMMENTS: _____

Revised 6/15/2016 Verified by: _____ Date: _____

APPENDIX FORM B



Louisiana Association of Chiefs of Police
700 North 10th Street, Ste. 250
Baton Rouge, LA 70802
Ph: (225) 387-3261 * Fax: (225) 387-3262
www.lachiefs.org

Mayor's Court Remittance Form

In accordance with Act 661 passed by the Louisiana Legislature, 2008, which allows funds from Mayor's Court to be remitted to the Louisiana Association of Chiefs of Police on a quarterly/monthly basis to help law enforcement education and training.

Name of Court _____

Calendar Month and the Year for which the remittance is made: _____

Check # _____

Date _____

Amount \$ _____

Sincerely,

(Signature)

(Date)

(Appendix forms C, C(1) and C(2) can likely be used interchangeably)
APPENDIX FORM C

**Louisiana Commission on Law Enforcement
 Transmittal of Statutory Dedicated Funds**

Note:

- * If there are NO collections made during the calendar month, please indicate "NONE" in the appropriate space.
- * Use a new form for each month.
- * Please file the report on a monthly basis.
- * Remit all costs collected on or before the 1st day of each calendar month.

Court Name: _____ City: _____

Parish: _____ Collection Period (Mo / Yr): _____

Act 250 Crime Victims Reparation Fund

R.S. 46:1816 (D)(1)(a) incorporates Act 250 of 1982, as amended by Acts 844 (1984), 542 (1985) and 474 (1987). It provides that in addition to any other (court) costs, a cost of not less than \$50 for felonies and \$7.50 for misdemeanors and parish ordinances be levied in criminal actions resulting in convictions. This has been interpreted by the Office of the Legislative Auditor to include ALL COURTS handling felonies, misdemeanors or ordinance violations.

<u>Number of</u> Felonies	<u>Fine</u>	<u>Total</u>
_____	x \$ 50.00	= \$ _____ (1)

<u>Number of</u> Misdemeanors	<u>Fine</u>	<u>Total</u>
_____	x \$ 7.50	= \$ _____ (2)

Total (ADD Line 1 and Line 2): \$ _____ (3)

For LCLE Office Use Only
9903

Act 440 POST Law Enforcement Training & Assistance Fund

R.S. 46:1816 (E)(1) incorporates Act 440 of 2009. It provides that an additional \$2 be added to the court costs when any person is convicted of any felony, misdemeanor or local ordinance in any court, including Mayor's court and Magistrate courts.

<u>Number of</u> Convictions	<u>Fine</u>	<u>Total</u>
_____	x \$ 2.00	= \$ _____ (4)

Multiply line 4 by 2% (.02) (Deduct for administrative costs) = \$ _____ (5)

Line 4 less Line 5 = \$ _____ (6)

For LCLE Office Use Only
9907

Act 832 Drug Abuse Education & Treatment Fund

Code of Criminal Procedure Article 895.1 (E) Probation; restitution; fees
 When the court places any defendant convicted of a violation of the controlled dangerous substances law, R.S. 40:966 through 1034, on ANY type of probation, it shall order as a condition of probation it shall order as a condition of probation a fee of not less than fifty (\$50) nor more than one hundred (\$100) dollars, payable to the Louisiana Commission on Law Enforcement to be credited to the Drug Abuse Education and Treatment Fund and used for the purposes provided in R.S. 15:1224

<u>Number of</u> Defendants	<u>Fine</u>	<u>Total</u>
_____	x \$ 50.00	= \$ _____ (7)

Total: \$ _____ (8)

For LCLE Office Use Only
9919

TOTAL Fees submitted to LCLE (Add Lines 3, 6, and 8): \$ _____

Make Check Payable to: Louisiana Commission on Law Enforcement
 MAIL TO: PO Box 3133
 Baton Rouge, LA 70821-3133
 ATTN: Fiscal Dept.

Agency: _____

Transmittal Report Prepared by: _____ Phone Number: (_____) _____

THE CHECK IS THE ONLY ATTACHMENT REQUIRED

APPENDIX FORM C(1)

**Louisiana Commission on Law Enforcement
Transmittal of Statutory Dedicated Funds**

NOTE:

- If there are NO convictions for an offense during the calendar month, please indicate "NONE" in the appropriate space.
- Use a new form for each month.
- Combining months will NO LONGER be acceptable and this form MUST be filled out with funds attached.
- Remit all costs collected on or before the 1st day of each calendar month.

Parish _____ Collection Period (Mo/YR) _____

Act 250 Crime Victims Reparation Fund

R.S. 46:1816 (D)(1)(a) incorporates Act 250 of 1982, as amended by Acts 844 (1984), 542 (1985) 474 (1987), and 440 of 2009. It provides that in addition to any other (court) costs, a cost of not less than \$50 for felonies and \$7.50 for misdemeanors and parish ordinances be levied in criminal actions resulting in convictions. This has been interpreted by the Office of the Legislative Auditor to include ALL COURTS handling felonies, misdemeanors or ordinance violations.

Total number of felonies @ but not less than \$50.00 each:

Number = _____ \$ _____ (1)

Total number of misdemeanors & ordinances @ but not less than \$7.50 each:

Number = _____ \$ _____ (2)

Total (ADD Line 1 and Line 2) \$ _____ (3)

For LCLE
Office Use Only
9903

Act 440 POST Law Enforcement Training & Assistance Fund

R.S. 46:1816 (E)(1) incorporates Act 440 of 2009. It provides that an additional \$2 be added to the court costs when any person is convicted of any felony, misdemeanor or local ordinance in any court, including Mayor's courts and Magistrate courts.

Total number of convictions (felony, misdemeanor and ordinance) @ but not less than \$2 each:

Number = _____ \$ _____ (4)

Multiply line 4 by 2% (.02) = \$ _____ (5)
(Deduct for administrative costs)

Line 4 less Line 5 = \$ _____ (6)

For LCLE
Office Use Only
9907

TOTAL Fees submitted to LCLE (Add Line 3 and Line 6) \$ _____

Make Check Payable to: Louisiana Commission on Law Enforcement
MAIL TO: PO Box 3133
Baton Rouge, LA 70821-3133
ATTN: Law Enforcement Training Fund

Agency: _____
Transmittal Report _____
Prepared by: _____ Phone Number: () _____

THE CHECK IS THE ONLY ATTACHMENT REQUIRED

Revised 10/1/14

APPENDIX FORM C(2)

**Louisiana Commission on Law Enforcement
Transmittal of Statutory Dedicated Funds**

NOTE:

- If there are NO collections made during the calendar month, please indicate "NONE" in the appropriate space.
- Use a new form for each month.
- Combining months will NO LONGER be acceptable and this form MUST be filled out with funds attached.
- Remit all costs collected on or before the 1st day of each calendar month.

Court Name _____ City _____

Parish _____ Collection Period (Mo/YR) _____

Act 832 Drug Abuse Education & Treatment Fund

<p>Code of Criminal Procedure Article 895.1 (E) Probation; restitution; fees. When the court places any defendant convicted of a violation of the controlled dangerous substances law, R.S. 40:966 through 1034, on any type of probation, it shall order as a condition of probation a fee of not less than fifty (\$50) nor more than one hundred (\$100) dollars, payable to the Louisiana Commission on Law Enforcement to be credited to the Drug Abuse Education and Treatment Fund and used for the purposes provided in R.S. 15:1224.</p>

Total Number of Defendants who were convicted of violating controlled dangerous substances law, and who were placed on **ANY** type of probation.

Total number of defendants @ but not less than \$50.00 each:

	Number		
Of Cases	Fine	Total	
_____ X \$ _____	= \$ _____	(1)	
_____ X \$ _____	= \$ _____	(2)	
_____ X \$ _____	= \$ _____	(3)	
_____ X \$ _____	= \$ _____	(4)	

<p>For LCLE Office Use Only 9919 _____</p>

TOTAL Fees submitted to LCLE (Add lines 1 thru 4) \$ _____

Make Check Payable to:	Louisiana Commission on Law Enforcement
MAIL TO:	PO Box 3133
	Baton Rouge, LA 70821-3133
	ATTN: Law Enforcement Training Fund

Agency: _____

Transmittal Report

Prepared by: _____ Phone Number: (____) _____

THE CHECK IS THE ONLY ATTACHMENT REQUIRED

APPENDIX FORM D

**CMIS FORM A
TRIAL COURT CASE MANAGEMENT INFORMATION SYSTEM
(Code of Criminal Procedure Article 887 F (1))**

PLEASE RETURN ON OR BEFORE THE 10TH OF EACH MONTH

Judicial Administrator
Supreme Court of Louisiana
400 Royal St., Suite 1190
New Orleans, La. 70130-8101
ATTENTION: CMIS COLLECTIONS

The attached check is remittance for the special court cost imposed for each charge of which a person is convicted (i.e., felony, misdemeanor or ordinance of local government) under Art. 887 (F) of the Code of Criminal Procedure which states: "...shall be assessed an additional three dollars as a special court cost; provided that such additional cost shall be one dollar in mayor's courts in municipalities with a population of two thousand or less. Such special costs shall be imposed by all courts, including mayor's courts and magistrate courts..."

Make checks payable to: **"TREASURER, STATE OF LOUISIANA - CMIS"**

Name of Court: _____

The calendar month and year for which this remittance is made: _____

Number of Criminal Convictions for which this remittance is made (court charges): _____

- | | | |
|----------------------------|----------------|---|
| _____ Felonies | _____ No Court | _____ Misdemeanors (Local Ordinance) |
| _____ D.W.I. | | _____ Traffic (Local Ordinance) |
| _____ Misdemeanors (State) | | _____ Parking (State and Local Ordinance) |
| _____ Traffic (State) | | _____ Wildlife & Fisheries |

Total Number of Convictions: _____ ~~\$3.00 Assessment per Conviction~~
Check Number: _____ Amount of Payment: _____

Remarks: _____

I, _____ do hereby submit that the above represents, to the best of my knowledge and belief, a true and accurate accounting of the number of convictions, guilty pleas, and/or contender pleas obtained by the Court during the calendar month specified.

Court ID Number

Signature _____
Name (please print or type) _____ Title _____

Email Address/Fax Number _____

Please duplicate this form as needed for your records.

Comments: _____

CMIS USE ONLY

(Revised: 7/2011)

Verified By: _____ Date: _____

APPENDIX FORM E

LOUISIANA TRAUMATIC HEAD AND SPINAL CORD INJURY TRUST FUND – ACT 654 – 1993 LEGISLATIVE SESSION

****USE THIS FORM ONLY EACH MONTH**

FEEES FROM INDIVIDUAL FINES IMPOSED FOR TH/SCI MUST BE PAID IN FULL AMOUNTS PER FINE AMOUNT BY THE 7TH OF EACH MONTH

If there are NO convictions for an offense during the calendar month, please indicate "NONE" in the appropriate space. ONLY apply one month per each form. Combining months will NO longer be acceptable and this form MUST be filled out with monies attached.

MAKE CHECK PAYABLE TO: DHH – TH/SCI T.F. and MAIL to the following address:

LDHH THSCI, P.O. Box 62991, New Orleans, LA 70162-2991 or for overnight/courier JPMorgan Chase, Attn: LDHH THSCI #62991, Harahan, La, 70123.

NAME OF COURT:		PHONE:
DISTRICT:	DIVISION:	PARISH:
ADDRESS:		
MONTH:		YEAR:

1. Total number of **DRIVING WHILE UNDER THE INFLUENCE** convictions by offense number:

1 st	_____	X \$25.00 = \$ _____
2 nd	_____	X \$50.00 = \$ _____
3 rd	_____	X \$100.00 = \$ _____
4 ^{th+}	_____	X \$250.00 = \$ _____

2. Total number of **SPEEDING** convictions:

_____ X \$5.00 = \$ _____

3. Total number of **RECKLESS OPERATION** convictions:

_____ X \$5.00 = \$ _____

GRAND TOTAL All Monthly Collections: \$ _____

I, _____ (Please print) hereby submit that the above represents to the best of my knowledge and belief, a true, accurate, and full account of the number of convictions obtained by the Court during the calendar MONTH specified PAID IN FULL PER EACH FINE.

Contact number for person completing this form: _____

To be completed by TH/SCI staff:



Rev. 12/16/14

(The DWI section has been zeroed out because that will always be none. DWI does not fall within the jurisdiction of the mayor's courts.)

APPENDIX FORM F



LOUISIANA JUDICIAL COLLEGE FORM A

(La. R.S. 13:86) (revised August 2018)

This form is to accompany payment for the Louisiana Judicial College \$.50 court cost collection, under La. R.S. 13:86 applicable to all civil filings and traffic and criminal convictions.

- 1. Please fill out this form **completely** and accurately.
- 2. Please submit **only this completed form and your check**. Do not send other materials or records.
- 3. Include (**do not staple**) a check for the proper amount made payable to **Louisiana Supreme Court**.
- 4. Mail this form and payment by the **15th of the following month** to this address:

Judicial Administrator, Supreme Court of Louisiana
ATTN: Louisiana Judicial College Collections
400 Royal St., Suite 1190
New Orleans, LA 70130-8101

Name of Court: _____

The calendar month and year for which this form is submitted: _____

Total number of civil and traffic filings for which this remittance is made: _____

Number of: _____ Civil Filings _____ Traffic Convictions _____ Criminal Convictions

Amount of Payment: _____ Check Number: _____

Please use the comments section below to explain any discrepancies between the number of filings reported and the amount of the payment you are submitting, and for any other comments.

Comments: _____

I, _____, do hereby submit that the above represents, to the best of my knowledge and belief, a true and accurate accounting of the number of civil matter filings and convictions, guilty pleas, and/or nolo contendere pleas in criminal and traffic matters, obtained by the court during the calendar month specified.

Signature

Name (please print or type) and Title

Email Address

Contact Phone Number

Please duplicate this form as needed for your records. A fillable version of this form can be found at the lasc.org website. If you have questions, please contact the Judicial College: bbennett@lasc.org; 225-578-8825.

LOUISIANA JUDICIAL COLLEGE USE ONLY

Received: _____ Processed: _____ Deposit: _____ (Revised: 8/2018)

APPENDIX FORM G

**FLORIDA PARISHES JUVENILE JUSTICE COMMISSION
P. O. Box 2
Hammond, Louisiana 70404-0002
Juvenile Detention Center Operations Fund
Act 587 of 1998 Regular Session**

Name of Court: _____

City of _____ Parish of _____ Month/Yr _____

Total number of felony and misdemeanor
Prosecutions, including traffic offenses @
\$5.00 each

Number _____ \$ _____

Total number of juvenile traffic violations
@\$5.00 each

Number _____ \$ _____

Total number of juveniles who are adjudicated
a delinquent @\$25.00 each

Number _____ \$ _____

Make check payable to and mail to:
Florida Parishes Juvenile Justice Commission
P. O. Box 2
Hammond, Louisiana 70404-0002

Please provide the following information

By: _____
Agency: _____
Address: _____
Phone: _____

If there are no collections made during any given month, please complete form indicating same.

APPENDIX FORM H:

**REPORT OF COURT COSTS
COLLECTED FOR THE**

NORTH LOUISIANA CRIMINALISTICS LABORATORY COMMISSION

(Please complete this form and return with each month's remittance. If no collections are made during any given month, please complete and return form indicating same.)

Name of Court _____

City _____ Parish _____

Month _____ Year _____

Bond Forfeitures and Fees Collected	Total Number	x Fee Amount=	Total Amount
DWI Charges (R.S. 40:2266.1 & 1.1 – Misdemeanor)		x \$100.00 =	\$
DWI Charges (R.S. 40:2266.1 & 1.1 – Felony)		x \$200.00 =	\$
Drug Charges (R.S. 40:2266.1 & 1.1 – Misdemeanor)		x \$100.00 =	\$
Drug Charges (R.S. 40:2266.1 & 1.1 – Felony)		x \$200.00 =	\$
Charges as defined in Title 14 of the Louisiana Revised Statutes of 1950	_____	_____	_____
Title 14 (R.S. 40:2266.1 & 1.1 – Misdemeanor)		x \$60.00 =	\$
Title 14 (R.S. 40:2266.1 & 1.1 – Felony)		x \$160.00 =	\$
Bond forfeitures and fees collected on moving and nonmoving violations of provisions of Title 32 of the Louisiana Revised Statutes of 1950, or of City or Parish traffic ordinances (R.S. 40:2266.1)		x \$30.00 =	\$
Operating a vehicle with an expired inspection sticker		x \$10.00 =	\$
Operating a vehicle with an expired driver's license		x \$10.00 =	\$
Operating a vehicle without driver's license on person		x \$10.00 =	\$
Improper use of a safety belt (R.S. 32:295.1)		x \$10.00 =	\$
Commission of any offense defined in Title 56		x \$10.00 =	\$
Bond Fees (Act 942—2005; R.S. 15:85.1)		x \$2.00 =	\$
Fees (Act 432—2007; R.S. 40:2266.1.1)	_____	_____	_____
Misdemeanor Offenses (except for violations of any provisions of Title 32 or 56 of the Louisiana Revised Statutes of 1950, or of City or Parish traffic ordinances)		x \$50.00 =	\$
Felony Offenses		x \$150.00 =	\$
Fee(s) for Testing (using schedule, indicate name of test and cost per test.)			\$
Test:			\$
Test:			\$
Test:			\$
Total Amount Remitted			\$

Make check payable to: **NORTH LOUISIANA CRIMINALISTICS LABORATORY COMMISSION**

and mail to:

North Louisiana Criminalistics Laboratory
1630 Tulane Ave
Shreveport, LA 71103

Form completed by: _____ Date: _____

Phone No. _____

EXAMPLE OF COST ASSESSMENTS

**The following pages are examples of common sample charges
often paid by Mayor's Courts**

General Statewide Costs According to Violation: The following is a listing of general and special court costs authorized by ordinance and required by law based on the type of offense involved.

OFFENSES	COSTS	TOTAL
Municipal Ordinance, other than traffic violations	\$30	- general
	50	- law enforcement witness fee (maximum)
	2	- law enforcement training
	1	- trial court management system (\$3 if more than 2,000 population)
	.50	- Judicial College
	7.50	- crime victims reparation fund
	<u>\$91.00</u>	
		\$91.00
Traffic Violations, other than speeding or reckless operation	\$30	- general
	50	- law enforcement witness fee (maximum)
	2	- preparation/submission of an abstract to state (except parking violations)
	2	- law enforcement training
	.50	- Judicial College
	1	- trial court management system (\$3 if more than 2,000 population)
	<u>\$85.50</u>	
		\$85.50
Speeding or reckless operation	\$30	- general
	50	- law enforcement witness fee (maximum)
	2	- preparation/submission of abstract to state
	2	- law enforcement training
	1	- trial court management system (\$3 if more than 2,000 population)
	.50	- Judicial College
	5	- traumatic head and spinal cord injuries
<u>\$90.50</u>		
		\$90.50
Litter violation	\$30	- general
	50	- law enforcement witness fee (maximum)
	2	- law enforcement training
	1	- trial court management system (\$3 if more than 2,000 population)
	5	- "La. Help Our Wildlife Fund"
	.50	- Judicial College
	7.50	- crime victims reparation fund
<u>\$96.00</u>		
		\$96.00

Mobility-impaired parking violation	\$30	- general	
	50	- law enforcement witness fee (maximum)	
	2	- law enforcement training	
	1	- trial court management system (\$3 if more than 2,000 population)	
	25	- "Disability Affairs Trust Fund"	
	.50	- Judicial College	
	25	- handicapped parking enforcement program (local)	
	<u>133.50</u>		\$133.50



700 NORTH 10TH STREET
P.O. BOX 4327
BATON ROUGE, LA 70821
WWW.LMA.ORG