

Application for Payment Plan. Any person who receives a parking ticket who is an “indigent person” (as defined below) may submit “proof of indigence” (as defined below) to request a payment plan for the payment of the parking ticket charges.

Definition of Indigence

A person is “indigent” if they meet any of the following conditions:

1. The person meets the income criteria set forth in subdivision (b) of Section 68632 of the Government Code.
2. The person receives public benefits from any of the programs listed in subdivisions (a) of Section 68632 of the Government Code.

Government Code Section 68632

Section (a):

- Supplemental Security Income (SSI)
- California Work Opportunity (CalWorks)
- Supplemental Nutrition Assistance Program (Food Stamps)
- County Relief, General Relief (GR) or General Assistance (GA)
- Cash Assistance Program for Aged, Blind and Disabled Legal Immigrants
- In-Home Supportive Services (IHSS)
- Medi-Cal

Section (b): An applicant whose monthly income is 125 percent or less of the current poverty guidelines updated periodically in the Federal Register by the United States Department of Health and Human Services.

Proof of Indigence

The person may demonstrate that he or she is indigent by providing information in accordance with California Vehicle Code Section 40220, including either of the following information, as applicable:

- (A) Proof of income from a pay stub or another form of proof of earnings, such as a bank statement that shows the individual meets the income criteria set forth in subdivision (b) of Section 68632 of the Government Code.
- (B) Proof of receipt of benefits under the programs described in subdivision (a) of Section 68632 of the Government Code. Proof of receipt will consist of a copy of the most recent Verification of benefits form, Notice of Action (Approval) Letter of Award Letter

****If person has no income or does not receive Public Assistance, a copy of their yearly earnings from the Social Security Department is required for proof*****

For information on how to submit the indigent application, please visit

www.CitationProcessingCenter.com or call 800-989-2058. Indigent applications are to be mailed to the P.O. Box below. Indigent applicant has 60 calendar days from issuance of a notice of parking violation or 10 days from the hearing determination to apply, whichever is later.

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