FREQUENTLY ASKED QUESTIONS about the Violations Bureau

What is the Violations Bureau?

The Violations Bureau (VB) processes payments for most parking and motor vehicle tickets issued in cities in Hennepin County.

When is the Violations Bureau open?

- Counters and phones are open Monday through Friday from 8 a.m. to 4:30 p.m.

What do I do if I got an expired meter ticket in Minneapolis but have a paid receipt?

If you received a citation at an electronic meter and you have a receipt showing the meter was paid at the time of the citation:

- Send a copy of the citation and the receipt to 4thCitations@courts.state.mn.us or
- Bring the citation and receipt in person to VB.

How do I pay a ticket?

- In-person payments are accepted at Hennepin Criminal Court locations.
- Pay online by electronic check or credit card at www.mncourts.gov/Fines.
- By phone: *Metro*: 651-281-3219, *Other*: 1-800-657-3611
- Visa and MasterCard are accepted.
- By check or money order payable to:
  District Court Administrator
  Minnesota Court Payment Center
  P.O. Box 898
  Willmar, MN 56201

What should I do if I got a ticket in the mail for a car that I do not own?

- DVS state records were not updated to reflect the change in owners as of the date the ticket was issued, or
- A transfer of title has not been filed with DVS. To do this, complete the necessary forms at any Hennepin County Service Center or DVS.
- The ticket will not be changed automatically; see a hearing officer about your ticket and your options.

What do I do if I received a ticket for having no proof of insurance but had insurance?

- If your vehicle was insured at the time of the stop, BEFFORE YOU PAY THE FINE, provide proof of insurance:
  - Fax to: 320-231-6507,
  - Mail copies to the Court Payment Center (P.O. Box 898, Willmar, MN 56201) or,
  - In-person at Hennepin Criminal Court locations.
- Once the clerk checks to make sure that your insurance is valid, the charge will be dismissed.
- If you already paid the fine but had insurance, call to speak with a Hennepin County court clerk about your options at 612-348-2040.

eHearing Project

Soon you may be able to meet with a Hearing Officer by video. Stay tuned for more information…

Hearing Office Hours and Locations

Call for an appointment.
Metro: 651-281-3219
Other: 1-800-657-3611

By appointment only

Suburban Court Locations
Brookdale, Ridgedale and Southdale
Mon.-Fri. from 8 a.m. to 4:30 p.m.
(*Thu. from noon to 8 p.m. at Ridgedale)

Walk-ins or by appointment

Hennepin County Government Center
Office of Hearings and Fines, Street Level
300 South Sixth Street
Minneapolis
Monday through Friday from 8 a.m. to 4:30 p.m.

MINNESOTA JUDICIAL BRANCH

FOURTH JUDICIAL DISTRICT

Hearing Office and Violations Bureau
serving Hennepin County

Got a ticket?

Call for an appointment!
Metro: 651-281-3219
Other: 1-800-657-3611

Coming soon…
Meet with a Hearing Officer by video!

Need more information?
Go to **www.mncourts.gov/Hennepin**
or scan this QR code to learn more.

FREQUENTLY ASKED QUESTIONS about the Hearing Office

I got a ticket. What are my choices?

- Pay the fine.
- See a hearing officer to discuss payment options or dispute the ticket.
- Restorative justice is available to individuals unable to pay fines.

How do I see a hearing officer?

- Appointments available Monday through Friday.
- Call to schedule an appointment. (*Metro*: 651-281-3219, *Other*: 1-800-657-3611)
- Walk-in appointments are only available at the Hennepin County Government Center on a first-come, first-served basis .

Must I see a hearing officer?

No, you can pay the fine if it is a payable offense. If you would like to know what other options you have, the hearing officer, representing District Court, is authorized to offer the best resolution possible under the existing guidelines set by the city where the offense occurred. You are not required to accept the options provided by the hearing officer.

What happens when I pay a ticket?

- Paying a ticket is a guilty plea to the offense(s). For most violations, such as parking tickets, payment ends the matter.
- For some violations, information is sent to the Minnesota Driver and Vehicle Services (DVS) and placed on your driving record. Depending on your driving record and the ticketed offense(s), your driver's license could be suspended or revoked.

Call for an appointment

Metro: 651-281-3219
Other: 1-800-657-3611

What happens if I do not pay the ticket?

- If you do not pay the ticket within 30 days of the date it was entered in the court's system, late fees will be added.
- Driver and Vehicle Services (DVS) may suspend your driving privileges until it is paid, if it is a **certifiable offense**.
- More fees may be added by the Minnesota Department of Revenue (DOR) when the fine is referred to collections. Fines in collection must be paid directly to DOR. (Under Minn. Stat. § 480.15, subd. 10c, unpaid fines may be referred for collections.)

What can I do if I cannot afford to pay my ticket?

- Call to see if you are eligible for a payment plan (*Metro*: 651-281-3219, *Other*: 1-800-657-3611);
- See a hearing officer to discuss the options, which may include a restorative justice option by completing Sentence to Service (STS).

What if I set my ticket for court?

If your ticket (citation) is not overdue, you may set a date for court after reviewing the options with a hearing officer. Before setting a court date, please note:

- If your fine is a payable misdemeanor, you may pay a fine and the offense will be a petty misdemeanor as a matter of law.
- If you set a payable misdemeanor violation for court and if you are convicted, your sentence could be as much as 90 days in jail, a fine up to $1,000, or possibly both. Your sentence becomes a criminal conviction on your court record.
- Talk to a clerk if you are not sure if the charge is a misdemeanor (*Metro*: 651-281-3219, *Other*: 1-800-657-3611).

What do I do if I paid my ticket but did not want to plead guilty?

- File a *Motion to Withdraw a Plea of Guilty* with District Court. A judge may or may not grant your motion.
- The *Motion* forms are available at the Violations Bureau, online, or call 612-348-2040.

What is a suspended license?

- A suspended license is a valid driver's license that DVS has temporarily removed. You may NOT drive with a suspended license until it is reinstated.
- A license may be suspended for various reasons such as failure to appear in court or pay fines on outstanding tickets. You may not be reinstated until you resolve the tickets **and pay a reinstatement fee to DVS**.
- Suspension may occur for certain violations on your driving record; no driving is allowed for a set period of time. The driving privilege may be reinstated after the time has passed **and a reinstatement fee is paid to DVS**.

Can I drive to work with a suspended license?

No. You cannot drive until your license is reinstated. Contact the Driver and Vehicle Services (DVS) at 651-296-6911.

What is a revoked license?

A revoked license is a terminated license for a set period of time. The most common reasons for a revoked license are DWI, insurance violations, or drugs in a motor vehicle. The license may be reinstated only after that set period has passed, a reinstatement fee is paid to DVS, the driver's test is passed, and all other DVS requirements are satisfied.

How do I get a copy of my driving record?

Contact the Driver and Vehicle Services (DVS) of the Department of Public Safety at 651-296-6911 .

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Call 612-373-3333 or go to Metro Transit for bus and light rail schedules.

Metro Transit

Go to the City of Minneapolis Parking Ramps and Meters website for parking information.