



Municipal Services Bureau

Please read these instructions very carefully

ADMINISTRATIVE FEE:

You have requested installment payments on the fine imposed by San Joaquin County Court. Section 1205(c) of the Penal Code authorizes an installment fee to be levied.

PAYMENTS:

It is the policy of Municipal Services Bureau to send statements indicating the MONTHLY PAYMENTS, AMOUNT DUE, AND BALANCE REMAINING. However, it is YOUR responsibility to make timely **PAYMENTS** whether or not you receive the statement. MSB has 3 convenient payment methods.

In person (*Mon-Fri 8:00am – 3:00pm except holidays*):

Municipal Services Bureau
San Joaquin County Courthouse
222 E Weber Ave
Stockton, CA 95202

Telephone (*available 24 hours per day*):

COMING SOON

Online (*available 24 hours per day*):

www.msbspay.com/sanjoaquin

QUESTIONS:

Any questions concerning the payment of your fine should be directed to MSB Customer Service. Please call (800) 616-0166 for assistance.

YOUR RESPONSIBILITY:

If you do not receive a statement about your payment, **IT IS YOUR RESPONSIBILITY** to contact MSB.

FAILURE TO COMPLY:

IF YOU FAIL TO MAKE PAYMENTS AS DIRECTED WHETHER YOU RECEIVE A STATEMENT OR NOT, AN ARREST WARRANT MAY BE ISSUED BY THE COURT, A HOLD MAY BE PLACED ON YOUR DRIVER LICENSE, AND/OR THE MATTER MAY BE REFERRED TO COLLECTIONS WITH ADDITIONAL FEES OF UP TO \$315.00 ADDED BY THE COURT.