



# Yavapai County Adult Probation Court-Ordered Payment Information



In-Person



Online



By Mail

## Four (4) ways to pay your Court-ordered financial obligations

Payments are no longer accepted at the Adult Probation Department locations. Additionally, over the phone payments are no longer accepted by the Court.

### 1) Make a payment in-person

In-person payments are ONLY accepted at the three Superior Court Locations:

- 2nd Floor, Yavapai County Courthouse, Prescott, Arizona
- 2840 North Commonwealth Drive, Camp Verde, Arizona
- 1200 Prescott Lakes Parkway, Prescott, Arizona

In-person payment options: cash, money order, cashier's check, credit card or debit card (VISA, MasterCard and Discover only)

### 2) Make an online payment by Debit or Credit Card

- Visit <https://courts.yavapaiaz.gov/clerk/fee-schedule> and click on "Make a Payment Online" box on the right side of the website. On the next page, you will click on Clerk of the Superior Court under Payment. Fill out the form accordingly.
- Note: You will need your customer number, contact Clerk of Superior Court Financial services at (928) 771-3312 or (928) 567-7741 – to receive your number PRIOR to attempting to pay the first time.
- Payments made using this online system will be assessed a convenience fee of 2.39% (\$1.50 minimum per transaction for amounts less than \$60.00). The fee for your payment will be noted on the checkout page before you complete your transaction.

### 3) Mail your payment

- All mailed payments must be in the form of a money order or cashier's check. NO personal checks or cash are accepted by mail. Address payment to Clerk of Superior Court.
- If you would like a receipt. Make sure to add a pre-addressed, pre-stamped envelope with your payment.
- Mail payments to: Clerk of Superior Court, Attention Financial Services, 120 South Cortez, Street, Prescott, AZ 86303.

## Payments MUST Include the following information:

1. Pay to the order of "Clerk of Superior Court"
2. Your Full Name (Name used at time of sentencing)
3. Your Home Address
4. Your Case Number

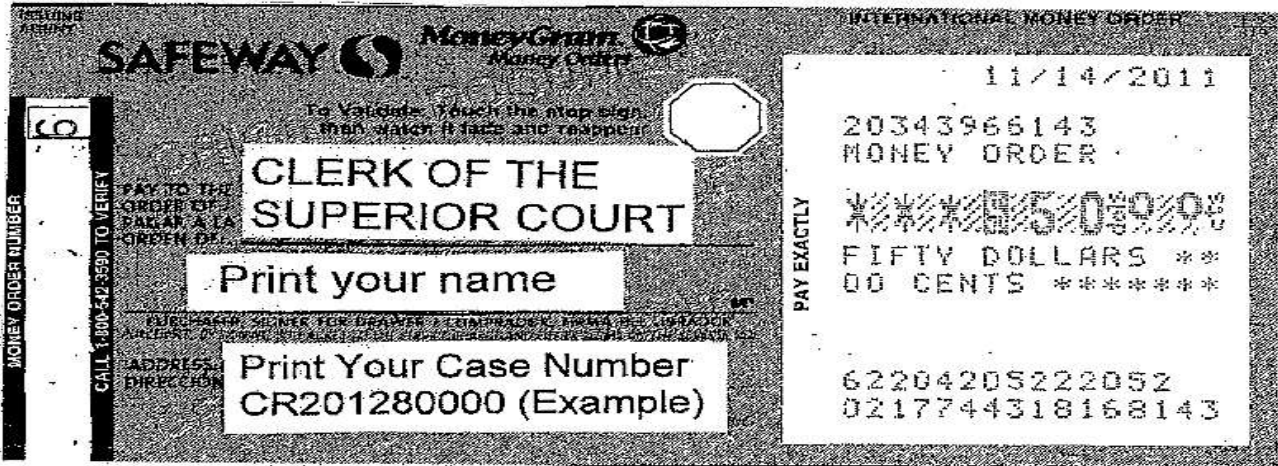
If you do not remember your case number(s), please telephone the Clerk of Court at (928) 771-3312 or (928) 567-7741 and they will gladly provide it to you

## NOTE:

You must PRINT all payment information and it must be legible

*Only one person/case number per payment*

## Example - Money Order



### CONTACT INFORMATION:

#### Clerk of Court

Prescott (928) 771-3312  
Camp Verde (928) 567-7741

#### Adult Probation:

Prescott (928) 771-3332  
Dewey (928) 771-3365  
Cottonwood (928) 639-8148

You can drop your payment off at any of the 19 USPS drop-box locations in Yavapai County



## Pay your court obligation with cash at 7-Eleven, CVS Pharmacy, and more

### HOW IT WORKS

1. Locate the barcode on your notice or get your code by visiting [www.azcourtpay.com](http://www.azcourtpay.com).
2. Show your barcode at any participating store and ask the cashier to make a cash payment. A \$2.99 fee applies. Before you go, know your balance due and how much you want to pay. The cashier will not have access to this information.
3. Keep your receipt. The court is notified automatically, and payment posts within 15 minutes.

Got questions? Call (800) 720-7743 or visit [www.azcourtpay.com](http://www.azcourtpay.com) Powered by PayNearMe