



**LAKE COUNTY SUPERIOR COURT**  
 Juvenile Probation Department  
 3000 W. 93rd Avenue  
 Crown Point, IN 46307  
 Phone: (219) 660-6900  
 Fax: (219) 736-5673

Dear Parent/Guardian:

Probation User Fees are collected and used by the Court to supplement Juvenile Probation Services. You have been ordered by this Court to pay one or more of the following fees:

\_\_\_ Initial Probation User fee in the amount of \$\_\_\_\_\_

\_\_\_ Ongoing Probation User Fee for Formal Probation in the amount of \$\_\_\_\_\_ each month

\_\_\_ Probation Administrative Fee of \$100.00 (REQUIRED TO PAY IN FULL FIRST)

\_\_\_ Restitution in the amount of \$\_\_\_\_\_

**FAILURE TO COMPLY WITH THIS ORDER MAY RESULT IN A CONTEMPT CITATION BEING ISSUED AGAINST YOU.**

**We accept cashier's check, money order, or credit/debit card ONLY.**

**NO CASH OR PERSONAL CHECKS will be accepted**

**Credit/Debit payments may be made online at [allpaid.com](http://allpaid.com)**

**or by calling (888)604-7888**

**Credit/Debit card payments will have a service fee added to the total.**

*\*(See back of this sheet for service fee amounts)*

You will need a Pay Location Code (PLC) for credit/debit card payments:

<i>Administrative Fee</i>	<i>Probation User Fee</i>	<i>Restitution</i>	<i>Interstate Transportation Fund</i>
PLC 3028	PLC 3029	PLC 3030	PLC 8215

**Identify your payment with your name, complete address, child's name and Cause Number: 45D06-\_\_\_\_\_**

Make ALL payments payable to: **Supplemental Juvenile Probation Services**

**Mail payments to:** Superior Court of Lake County, Juvenile Division  
 3000 W. 93<sup>rd</sup> Ave, Room 1005  
 Crown Point, IN 46307  
 Attn: Collection Coordinator, Mary Herrera

If you have any questions, please contact Mary Herrera at (219) 660-6901.



### Card Processing Service Fees

<b>Internet Payment Service Fee (web/onsite swipe)</b>			
Transaction Range			Service Fee Amount
\$0.01	-	\$50.00	\$1.75
\$50.01	-	\$75.00	\$2.00
\$75.01	-	\$100.00	\$3.75
\$100.01	-	\$150.00	\$5.75
\$150.01	-	\$200.00	\$7.25
<i>For each additional increment of \$50, or portion thereof, add \$2.00</i>			

<b>Phone Assisted Service Fees (Call Center/Live Agent)</b>			
Transaction Range			Service Fee Amount
\$0.01	-	\$50.00	\$5.75
\$50.01	-	\$75.00	\$6.00
\$75.01	-	\$100.00	\$7.75
\$100.01	-	\$150.00	\$9.75
\$150.01	-	\$200.00	\$11.25
<i>For each additional increment of \$50, or portion thereof, add \$2.00</i>			

AllPaid accepts the major credit, debit or prepaid debit cards, including:



The above fees may not be available in all states.





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**Payment Procedure**  
*(Please read carefully)*

Identify your payment with your name, address, the child's name and cause number:

45D06-\_\_\_\_\_

If you are making a payment on Probation Service Fees, Administrative Fees, or Restitution Payments, your payment must be made by cashier's check, money order, or credit/debit card ONLY. **NO CASH or PERSONAL CHECKS WILL BE ACCEPTED!**

Please make these payments payable to:

***SUPPLEMENTAL JUVENILE PROBATION SERVICES***

Mail your payment to: Superior Court of Lake County, Juvenile Division  
3000 W. 93rd Ave, Room 1005  
Crown Point, IN 46307  
Attn: Collection Coordinator, Mary Herrera

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<b>PLC 3028</b>	<b>PLC 3029</b>	<b>PLC 3030</b>	<b>PLC 8215</b>

*Failure to comply with this order may result in a Contempt Citation being issued against you.*



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For each additional increment of \$50, or portion thereof, add \$2.00			

<b>Phone Assisted Service Fees (Call Center/Live Agent)</b>			
Transaction Range			Service Fee Amount
\$0.01	-	\$50.00	\$5.75
\$50.01	-	\$75.00	\$6.00
\$75.01	-	\$100.00	\$7.75
\$100.01	-	\$150.00	\$9.75
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