

**INFORMATION REGARDING VIOLATION NOTICES
ISSUED IN THE DISTRICT OF COLORADO**

The Central Violations Bureau (CVB) tracks the status of all violations issued on federal property, including the payment history. For general information and questions regarding your violation notice, contact the Central Violations Bureau (CVB) at 1-800-827-2982.

- All fine/collateral amounts assessed on the violation notice must be paid within 21 days of issuance of the violation, or a notice to appear will be mailed scheduling a date to appear before a Magistrate Judge.
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- If you wish to contest your violation and appear before a U.S. Magistrate Judge, your initial court date will be set within 6 to 8 weeks of the issuance of your violation.
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- All fine/collateral payments should include the violation number and location code, and be mailed to:

**U.S. Courts-CVB
P.O. Box 740026
Atlanta, GA 30374-9844**

**DO NOT MAIL PAYMENT TO THE COURT,
UNLESS DIRECTED TO DO SO BY THE COURT.**

- If you miss a court appearance you may be subject to an additional fine and/or a warrant could be issued for your arrest.
- If you cannot appear for your scheduled court date you must contact the CVB Deputy at 1-800-366-5245 or (303) 844-5475 to reschedule the date.
- A payment plan may be approved by the Court. However, you must appear on your scheduled appearance date, or contact the CVB Deputy.

After a violation notice has been issued to a defendant, the original notice is mailed to the national Central Violations Bureau (CVB) for processing by the issuing federal law enforcement agency for processing. CVB enters all violation notices into their database, and if payment is not received, will mail a notice to appear in court to the defendant 2 weeks prior to the court date. If a defendant pays to CVB the collateral amount as indicated on the violation notice before the court date, the case is then closed.

Defendants have 21 days from the date the violation notice is issued to either pay the collateral amount on the violation, request a hearing before a U.S. Magistrate Judge, or appear as mandated by the Court. If the ticket is marked "optional appearance" by the issuing law enforcement officer and if the defendant pays to CVB the collateral amount listed before the court date, the defendant need not appear. If the defendant does not timely pay the collateral amount or request a hearing, then CVB will automatically schedule the citation for an appearance date before a Magistrate Judge. A notice to appear will be mailed to those defendants 2 weeks prior to the court date. The violation notices marked as "mandatory appearance" by the issuing law enforcement officer require that the defendant appear before a U.S. Magistrate Judge at the date, time, and place indicated on the notice to appear. If a defendant does not appear or reschedule, a warrant for arrest may be issued by the Magistrate Judge.