



# UNIFIED PAYMENT (UP) PROGRAM

## UP FAQs

Question: What is the Unified Payment Program?

**Answer:** The Unified Payment (UP) Program is an opportunity for anyone owing money on a traffic related ticket in a participating court to have those cases/tickets removed from collections and setup for an affordable monthly payment that is applied to the outstanding balances owed on those cases/tickets.

Question: What is the required minimum payment?

**Answer:** A minimum monthly payment of \$25 is required for this program.

Question: Are there any fees for this program?

**Answer:** Yes. The fees are:

1. Non-refundable Application fee is \$75. Due to the economic situation caused by the pandemic, the non-refundable application fee is reduced to \$35.00 through December 31, 2020.
2. \$7.00 monthly service fee that is automatically deducted from your monthly payments
3. \$100 Re-entry fee if you fail to make your monthly payment and want to continue on the program.

Question: How are the payments distributed to each ticket?

**Answer:** Payments are applied equally to each case/ticket on this program.

Question: Who is eligible for this program?

**Answer:** Anyone with an outstanding fine in a court that is a part of the UP Program:

Algona	Issaquah	Redmond
Auburn	Kenmore	Renton
Bellevue	Kent	Sammamish
Black Diamond	King County District Court	SeaTac
Bothell	Kirkland	Seattle
Burien	Lake Forest Park	Shoreline
Carnation	Maple Valley	Skykomish
Clyde Hill	Medina	Snoqualmie
Des Moines	Mercer Island	Tukwila
Duvall	New Castle	Woodinville
Enumclaw	Normandy Park	Yarrow Point
Federal Way	North Bend	
Hunts Point	Pacific	

Question: What are the eligibility requirements?

**Answer:** You must be:

1. Employed
2. Have a valid email account
3. Cannot have an outstanding warrant in any of the participating courts (You are encouraged to contact a participating court to see if you have an outstanding warrant prior to applying for the UP Program).
4. Able to consistently make at least the minimum monthly payment of \$25.00.

Question: Can I pay with cash?

**Answer:** No. You must have a debit or credit card or checking account to make your payments.

Question: Can I setup automatic monthly payments?

**Answer:** Yes. You can setup automatic payments using your debit or credit card, or by setting up an ACH using your checking account.

Question: What is the process for signing up for this program?

**Answer:**

1. Submit the online application and the non-refundable application fee.
2. In three days, check to see which court cases/tickets the courts have approved to be on the program.
3. Make your first payment within 30 days of being approved for participation
4. Once courts receive notification that you made your first payment, they will remove the ticket from collections and notify Washington State Department of Licensing (DOL) to remove any holds that were placed against your license based on the tickets that are approved to be on the UP Program.

Question: What if I had an account with the previous payment agency, Linebarger? Did my account automatically transfer over to the new payment agency (nCourt)?

**Answer:** If you had an active account on March 1, 2020 with the previous payment agency (Linebarger), your account was transferred to the new payment agency (nCourt). To verify the transfer of your UP account:

- Go to the website [www.upprogramwapayments.com](http://www.upprogramwapayments.com)
- Click the Returning User button
- Enter your email address NOT user name (it must be the same email address you used with the previous payment agency (Linebarger))
- Select Reset Password and enter a new password

If you do not have access to the system after following the steps above, your account was probably in default prior to March 1<sup>st</sup>, and you will need to submit an application as a New User. If you believe this is incorrect, please call 206-433-1840 for assistance.

Question: What if I have outstanding tickets in a court that is not participating in the UP Program?

**Answer:** You are encouraged to contact the court directly to see what options are available to you to take care of the outstanding balance. Many courts in this state have relicensing programs that you may meet the qualifications for participation.

Question: What happens if I do not make my monthly payment?

**Answer:** Your account will be in default status, and the courts may assign your cases/tickets to a collection agency and notify DOL. DOL may suspend your license for non-payment.

Question: Where do I sign up?

**Answer:** [www.upprogramwapayments.com](http://www.upprogramwapayments.com)

