

INSTRUCTIONS FOR COMPLETING
THE REQUEST TO DISCHARGE FINES, FEES, AND COURT COSTS
关于罚款，手续费，法院费用的免除申请表填写指引

If a court finds someone guilty of a crime, they can order that person to pay court fines, fees, and costs related to the case. The court cannot jail someone for their inability to pay these fees. To prevent this from happening, the judge should receive information about a person's ability to pay a fine or fee and, consider alternatives, such as allowing someone to do community service instead of paying or to let them pay a fine in installments. Alternatively, the judge may decide that a person does not have to pay any amount.

如果法院发现在案件中当事人有罪，法院有权下令让当事人支付罚款，法院手续费以及费用。如果当事人无法承担这些费用，法院不可拘留当事人。为了避免这种事情发生，法官必须要收到有关当事人能否支付费用的资料，或申请法院安排另外解决办法的资料。如法官决定为当事人安排另外解决的办法，法院可允许当事人履行社区服务来替代付款，或允许当事人分期付款。另外，法官也有权决定当事人不需支付任何费用。

The purpose of this request form is to show the judge in your case that you are unable to pay the court ordered fees and fines related to your criminal case because you cannot afford to do so.

这份申请表格的目的是向法官表明在涉及到您的案件中，您无法承担或支付您的罪案的罚款以及法院手续费

It is important you are truthful in disclosing your income and expenses on your request because you are swearing to the court that the information is true to the best of your knowledge.

您应该在申请表格中向法院提供您所有确切的收入和开支，因为您在向法院发誓你的资料是真实可靠的而且并没有欺骗。

WHAT TO DO WITH THE FORM
表格使用说明

If there is a court date currently scheduled, you may present the completed form to the judge at that time. If there is no court date currently scheduled, you will need to file the completed form with the Clerk of the Court. The Clerk is located at the courthouse where your criminal case was filed. The Clerk will give the request to the judge who will then set a hearing on your request. The courthouse will mail you a notice of the hearing, so make sure the court has your current home address. If you miss your hearing, the court will dismiss your request. If you cannot make the hearing, you must let the court know as soon as possible.

如果您已经预定了开庭日期，开庭当天请向法官提供您的申请表格。如果您还没预定您的开庭日期，请向管辖区的司法部门提交您的申请表格。管辖区的司法部门位于您申请您的刑事案件诉求的法院。管辖区的司法部门会向法官提出您对审讯的请求。法院会把审讯通

知邮寄到您的住址，所以请您务必确定法院有您的住址资料。如果您缺席您的审讯，法院会驳回您的审讯请求。如果您无法出席您的审讯，您必须尽快通知法院。

FOR MORE INFORMATION

[了解更多信息](#)

If you have any general questions about filling out the request form, you may contact gethelp@aclunebraaska.org or another community support agency for more information.

如果您对填写申请表有任何相关疑问，您可电邮到 gethelp@aclunebraaska.org，或联系任何其他相关部门以获取更多帮助和信息。

DISCLAIMER

[声明](#)

Please understand that, by providing these instructions and request forms, the ACLU of Nebraska has not entered into an attorney-client relationship with you and has not undertaken any obligation to protect or advance your legal claims.

请明白我们通过为您提供这些说明和申请表格，内布拉斯州的 ACLU 并没有和您建立律师与客户的关系。我们并不承担任何对您的保护，或提出您的法律诉求的义务。