

# PAYMENT INSTRUCTIONS FOR FINES, COSTS, RESTITUTION, AND SUPERVISION FEES

## IN-PERSON PAYMENT INSTRUCTIONS AT DAUPHIN COUNTY COURTHOUSE OR AT ADULT PROBATION (GIBSON)

- **DAUPHIN COUNTY COURTHOUSE, 101 MARKET STREET, BASEMENT, HARRISBURG, PA**  
Hours: 8:00 a.m. to 4:00 p.m. MONDAY-FRIDAY Closed 12:00 p.m. to 1:00 p.m.
- **ADULT PROBATION, 917 GIBSON BLVD., HARRISBURG, PA**  
Hours: 8:00 a.m. to 4:00 p.m. MONDAY-FRIDAY Closed 1:00 p.m. to 2:00 p.m.
- ACCEPTABLE FORMS OF PAYMENTS ARE CASH, MONEY ORDERS, CERTIFIED CHECKS, BUSINESS CHECKS, AND PAYROLL DEDUCTIONS. **PERSONAL CHECKS ARE NOT ACCEPTED.**
- PLEASE HAVE YOUR DOCKET NUMBERS READY FOR THE PAYMENT CLERK. BEGINNING JANUARY 1, 2022, A FEE OF \$1.00 WILL BE CHARGED IF YOU DO NOT HAVE YOUR DOCKET NUMBERS FOR THE PAYMENT CLERK.
- ALL COINS MUST BE IN WRAPPERS AND CANNOT EXCEED \$10.00. ALL BILLS ARE TO BE IN THE LARGEST DENOMINATION POSSIBLE.

## MAILED PAYMENT INSTRUCTIONS

- ALL MAILED PAYMENTS MUST BE ADDRESSED TO: BUREAU OF FINES AND COSTS, DAUPHIN COUNTY COURTHOUSE, BASEMENT, 101 MARKET STREET, HARRISBURG, PA 17101
- **YOUR NAME, RETURN ADDRESS, AND DOCKET NUMBER MUST BE ON THE MONEY ORDER OR CERTIFIED CHECK.**
- **ALL MONEY ORDERS MUST BE MADE PAYABLE TO FINES AND COSTS.**

## CREDIT CARD PAYMENT INSTRUCTIONS

- Credit Card payments are accepted online at <http://ujportal.pacourts.us> and [www.dauphincountyfinesandcosts.com](http://www.dauphincountyfinesandcosts.com).

### **THE FINES AND COSTS OFFICE DOES NOT ACCEPT THE FOLLOWING PAYMENTS:**

1. **DOMESTIC RELATIONS** PAYMENTS (PAYMENTS FOR DOMESTIC RELATIONS OBLIGATIONS SHOULD BE MADE AT THE DOMESTIC RELATIONS OFFICE, 8<sup>TH</sup> FLOOR, 25 SOUTH FRONT STREET, HARRISBURG, PA)
2. PAYMENTS FOR CLIENTS IN **STATE CORRECTIONAL INSTITUTIONS.**
3. PAYMENTS OWED FOR **PROTECTION FROM ABUSE (PFA) ACTIONS** (PAYMENTS FOR PFA MATTERS SHOULD BE MADE AT THE DAUPHIN COUNTY PROTHONOTARY'S OFFICE, 101 MARKET STREET, 1<sup>ST</sup> FLOOR, HARRISBURG, PA)