



COUNTY OF NEVADA
INFORMATION AND GENERAL SERVICES AGENCY
COLLECTIONS DIVISION
950 Maidu Avenue, Ste 129
Nevada City, CA 95959
(530)265-1238

An Application for a Financial Evaluation Form is being given to you to determine your ability to pay for any of the following reasons: requested by the Superior Court; you have requested Court Appointed Counsel to represent you in a court case; determine monthly payments for court ordered victim restitution; court ordered fines; probation costs; juvenile hall fees.

INSTRUCTIONS TO APPLICANTS

1. Fill out **both sides** of the form, as complete as possible.
2. If the information requested does not apply, put not applicable. (N/A)

THE FOLLOWING **COPIES** MUST BE SUBMITTED TO COMPLETE THE EVALUATION
DO NOT SEND ORIGINALS

NOTE: ALL INFORMATION AND COPIES REQUESTED IS CONFIDENTIAL BETWEEN THE COLLECTIONS OFFICE AND THE SUPERIOR COURTS. THIS APPLICATION NEEDS TO BE COMPLETED AS IF YOU WERE APPLYING FOR A LOAN.

THE FOLLOWING INFORMATION BELOW IS REQUIRED TO COMPLETE YOUR APPLICATION. IF YOU DO NOT PROVIDE ALL THE INFORMATION REQUESTED, YOUR APPLICATION WILL BE CONSIDERED INCOMPLETE AND THE **COURT WILL BE NOTIFIED** THAT A JUST EVALUATION COULD NOT BE DETERMINED.

1. Copies of your last four pay check stubs. If you are receiving aid such as Welfare or Social Security Benefits, a copy of your most recent award letter stating your benefit amount must be submitted. If you are receiving Unemployment Benefits- must make copies of benefit stubs and show proof looking for work. If you are receiving any other income it must be reported.
2. Copies your last three months bank statements for checking, savings accounts, estate, or other type of Inheritance payments and any child support/alimony payments.
3. Copies of your mortgage/rent receipts, rental agreement, utility bills, telephone bills, cell phone bills. If listing credit card debt, must put name of company and amount owed. If you are living in a person's home and don't pay rent, we need a letter from that person stating you live there rent free.
4. Copy of last years Federal Tax return filed. If you are self-employed your must bring your 1099 or two most recent quarterly profit/loss statements.
5. Copy of your Driver's License or DMV identification card and your Social Security card.

This form must be returned to our office five days before your next court date; if no court date then 10 days from the date you receive the form.