

UNITED STATES DISTRICT COURT
DISTRICT OF COLUMBIA
PROBATION OFFICE

GENNINE A. HAGAR
CHIEF UNITED STATES PROBATION OFFICER

E. BARRETT PRETTYMAN U.S. COURTHOUSE
333 CONSTITUTION AVENUE, N.W., SUITE 2700
WASHINGTON, DC 20001-2866
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To pay your monetary penalty use **only checks (personal, certified or cashier's) or money orders** made payable to: **Clerk, U.S. District Court**. Write the docket number in the lower left-hand corner. Next to it, write "special assessment, restitution or fine":



Clerk, U.S. District Court
E. Barrett Prettyman United States Courthouse
333 Constitution Avenue, NW, Room 1225,
Washington, DC 20001-2866
Attn: Finance Division

To pay your monetary penalty in cash you must report to the Clerk's Office (Room 1225) between the hours of 9:00 AM and 4:00 PM, Monday through Friday, excluding Federal holidays. You should have your docket number available. After payment, you will be given a register receipt. **DO NOT ACCEPT THE PROBATION OFFICE'S REGISTER RECEIPT.** This should be forwarded to the probation office by the financial clerk.

If you have questions, please call me at the phone number listed below, or the Finance Division of the Clerk's Office at (202)354-3100.