

## On “Terms and Conditions of Use” page:

### GENERAL DISTRICT COURT ONLINE CASE INFORMATION SYSTEM



#### Terms and Conditions of Use

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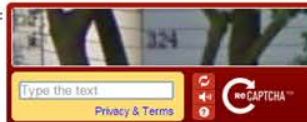
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**I have read and understand the information above. By clicking Accept, I agree to the terms and conditions as stated.**

\* For security purposes, please type the characters you see in the image:



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Build #: 3.2.2.4

**Read terms and conditions thoroughly.**

**When finished, complete CAPTCHA entry at bottom of page and click Accept.**

## On “Welcome to the General District Court Online Case Information System” page:

**GENERAL DISTRICT COURT  
ONLINE CASE INFORMATION SYSTEM**

Welcome to the **General District Court Online Case Information System**

This is the Online Case Information System for general district courts in Virginia. There is a general district court in each city and county in Virginia, and this System will require you to search by individual court. To begin your search for a case, select the general district court from the drop-down menu to the left. You can search for cases using the plaintiff or defendant's name, the case number, or the hearing date. Use the links below the court drop-down menu to select the search method.

Information on service of process and reports due in a case is available when entered into the Case Information System by the general district court. You may search for information on service of process in a case, such as a summons or subpoena, by entering the name of the person served. If the general district court enters this information into the System, it will be found under "Service/Process" in the "Case Details" of your search results. Information related to "Reports" in a civil case, such as a bill of particulars or grounds of defense, will be available under "Reports" when entered into the System by the general district court.

Please note that information regarding the following types of cases is not available through the General District Court Online Case Information System: protective orders (e.g., emergency protective orders, preliminary protective orders, and protective orders), civil commitment proceedings (e.g., emergency custody orders, temporary detention orders, and involuntary commitments), and medical emergency custody and temporary detention orders.

For information on making an online payment, please read "[How to Pay Traffic Tickets and Other Offenses](#)." Additional information for help with searches is accessible through the icon in the upper right hand corner of each screen.

Home | Virginia's Court System | Online Services | Case Status and Information | Court Administration | Directories | Forms | Judicial Branch Agencies | Programs

Build #: 5.2.2.4

cursor-game-01.jpg

Show all downloads...

**Select correct Court from dropdown list (refer to your Summons to determine the correct Court).**

**Once you have selected the correct court, select “Name Search” option from left column.**

## On “Traffic/Criminal Search by Name” page:

The screenshot shows the 'Traffic/Criminal Search by Name' page of the General District Court Online Case Information System. The page header includes the court's name and logo. A left sidebar contains navigation links for 'Court', 'Traffic/Criminal', and 'Civil' sections. The main search area has four input fields: 'Last\*', 'First', 'Middle/Initial', and 'Suffix'. The 'Last\*' field is highlighted with a red box and a red arrow. Below these fields is a 'Data Status' dropdown menu set to 'Current'. At the bottom of the search area, there are 'Search' and 'Reset' buttons. The 'Search' button is highlighted with a red box and a red arrow. A red asterisk indicates a required field.

**GENERAL DISTRICT COURT  
ONLINE CASE INFORMATION SYSTEM**

**Richmond-Traffic General District Court**

**Traffic/Criminal Search by Name**

**Last\***  **First**  **Middle/Initial**  **Suffix**

**Name:**  (For best results, enter the name as it appears on the summons/warrant.)

**Data Status:**

\* indicates a required field

Home | Virginia's Court System | Online Services | Case Status and Information | Court Administration | Directories | Forms | Judicial Branch Agencies | Programs

Build #: 5.2.2.4

**Enter your last name (as listed on Summons).**

**Once your name has been entered correctly, click “Search” button.**

## On “Traffic/Criminal Search by Name Search” results page:

**GENERAL DISTRICT COURT  
ONLINE CASE INFORMATION SYSTEM**

**Richmond-Traffic General District Court**

**Traffic/Criminal Search by Name**

**Court:** Richmond-Traffic General

**Traffic/Criminal**

**Name Search**

**Case Number Search**

**Hearing Date Search**

**Service/Process Search**

**Civil**

**Name Search**

**Case Number Search**

**Hearing Date Search**

**Service/Process Search**

**Last\*** **First** **Middle/Initial** **Suffix**

**Name:** Smith  
(For best results, enter the name as it appears on the summons/warrant.)

**Data Status:** Current

**Search** **Reset**

Having trouble finding your case? Refer to our Help icon located at the top of this page.

**Check for correct full name**

**Display Case Details**

	Case #	Defendant	Hearing Date	Hearing Time	Charge	Action
<input type="checkbox"/>	GT12345678-90	SMITH, JOHN	01/20/2016	10:00 AM	DISREGARD HIGHWAY SIGN	Mark For Payment

**Click on case number for correct case**

**Display Case Details**


[Home](#) | [Virginia's Court System](#) | [Online Services](#) | [Case Status and Information](#) | [Court Administration](#) | [Directories](#) | [Forms](#) | [Judicial Branch Agencies](#) | [Programs](#)

Build #: 5.2.2.4


**Select correct case from list of search results (check for your full name in the “Defendant” column to find the correct case).**

**Click on the corresponding case number.**

## On “Traffic/Criminal Case Details” page:



# GENERAL DISTRICT COURT ONLINE CASE INFORMATION SYSTEM



## Richmond-Traffic General District Court

Court

Richmond-Traffic General

Traffic/Criminal

Name Search

Case Number Search

Hearing Date Search

Service/Process Search

Civil

Name Search

Case Number Search

Hearing Date Search

Service/Process Search

### Traffic/Criminal Case Details

**Case/Defendant Information**

Case Number : GT12345678-90	Filed Date : 1/1/2016	Locality : RICHMOND
Name : SMITH, JOHN	Status :	Defense Attorney :
Address : RICHMOND, VA 23218	AKA1 :	AKA2 :
Gender : MALE	Race : White Caucasian(Non-Hispanic)	DOB : 01/01/****

**Charge Information**

Charge : DISREGARD HIGHWAY SIGN		
Code Section : 46.2-830	Case Type : Infraction	Class :
Offense Date : 01/01/2016	Arrest Date :	Complainant : JOHNSON, JAMES
Amended Charge :	Amended Code :	Amended Case Type :

**Hearing Information**

Date	Time	Result	Hearing Type	Courtroom	Plea	Continuance Code
01/20/2016	10:00 AM			3C		

**Service/Process**

**Disposition Information**

Final Disposition :		
Sentence Time :	Sentence Suspended Time :	
Probation Type :	Probation Time :	Probation Starts :
Operator License Suspension Time :	Restriction Start Date :	Restriction End Date :
Operator License Restriction Codes :		
Fine :	Costs :	Fine/Costs Due :
Fine/Costs Paid :	Fine/Costs Paid Date :	VASAP :

Back to Search Results

Process Payment

Mark For Payment

Review the details of your case to make sure they are correct.

If all details are correct and you are ready to pay your fine, click the “Process Payment” button at the bottom of the screen.



Virginia Courts Case Information

Please wait...

We are retrieving and re-calculating the payment of your case.  
This may take several seconds. Please do not try to resubmit or refresh.  
We appreciate your patience.



Waiting for scv.virginiainteractive.org...

Allow next page to load.

## On “Your Selected Cases for Payment” page:

**GENERAL DISTRICT COURT  
ONLINE CASE INFORMATION SYSTEM**

**Richmond-Traffic General District Court**

**Your Selected Cases for Payment**

Payments made prior to 3:30 p.m. (Eastern time) will be posted by the start of the next business day.  
Payments made after 3:30 p.m. (Eastern time) will be posted within two business days.  
Note: A maximum of 5 cases can be paid per transaction.  
This site is not currently optimized for mobile use. Some features may not work properly on mobile devices.

**Selected Cases for Payment (Maximum of 5)**

Case Number	Defendant Name	Pay
GT12345678-90	SMITH, JOHN	<input checked="" type="checkbox"/>

[Return](#) [Continue Payment Process](#)

Home | Virginia's Court System | Online Services | Case Status and Information | Court Administration | Directories | Forms | Judicial Branch Agencies | Programs

Build #: 5.2.2.4

**Make sure that the “Pay” checkbox is selected for your case.**

**Click the “Continue Payment Process” button when you are ready.**



## GENERAL DISTRICT COURT ONLINE CASE INFORMATION SYSTEM

### Virginia Courts Case Information

Please wait...

We are retrieving and re-calculating the payment of your case.  
This may take several seconds. Please do not try to resubmit or refresh.  
We appreciate your patience.

Waiting for scv.virginiainteractive.org...

**Allow next page to load.**



## On “Pre-payable Offense Fines/Costs Payment” page:



**GENERAL DISTRICT COURT  
ONLINE CASE INFORMATION SYSTEM**

**Virginia Courts Case Information**

Richmond-Traffic General District Court

Please verify the pre-payable offense case below. The fines/costs below include a 4% convenience fee.

Pre-payable Offense Fines/Costs Payment					
Case Number	Defendant	Hearing Date	Fines/Costs	Payment Amount	Select To Pay
GT12345678-90	SMITH, JOHN	01/20/2016	\$99.99	\$99.99	<input checked="" type="checkbox"/>

[Return](#)

[Continue Payment Process](#)

Two red arrows point to the "Continue Payment Process" button and the "Select To Pay" checkbox.

**Make sure the “Select To Pay” checkbox is selected for the case fine(s) you wish to pay.**

**Click the “Continue Payment Process” button.**

## GENERAL DISTRICT COURT ONLINE CASE INFORMATION SYSTEM



### Virginia Courts Case Information

#### Richmond-Traffic General District Court

The total payment amount below includes a 4% convenience fee.

#### Pre-payable Offense Fines/Costs Payment

Case Number	Defendant	Hearing Date	Fines/Costs	Payment Amount
GT12345678-90	SMITH, JOHN	01/20/2016	\$99.99	\$99.99
			<b>Total Fines/Costs Payment:</b>	<b>\$99.99</b>

**TOTAL: \$99.99**

#### Credit/Debit Card Information

Please enter your credit/debit card information, billing address and contact phone number. Once your payment has been successfully processed, a receipt will be displayed on the next screen. If you provide your email address, a copy of your receipt will also be sent to you.

All fields are required.

Card Holder's First Name   
Card Holder's Last Name   
Billing Address   
Billing City   
Billing State   
Billing Zip Code   
Contact Phone Number  -  -   
Credit/Debit Card Type ☐ MasterCard ☐ VISA  
Credit/Debit Card Number   
Expiration Date  January  2015   
Card Security Code:  [What is this?](#)

OPTIONAL: If you would also like to receive your receipt via email, enter your email address in the boxes below.

Email Address   
Re-enter Email Address

**IMPORTANT:** Please make sure to click the **Submit Payment** button only once. It may take up to several minutes to process your credit/debit card payment. Thank you for your patience.

**Submit Payment**

**Enter your complete credit/debit card information in the appropriate fields.**

**When finished, click the “Submit Payment” button.**