

Black Diamond Traffic School Application

Print legibly and fill out the application completely.

YOU MUST COMPLETE STEP #1 ON THE BACK OF THIS PAGE BEFORE FILLING OUT THIS APPLICATION

REMINDER: Payment goes to the City of Black Diamond. Do NOT pay the Municipal Court for your infraction

Last Name: _____ First Name: _____ Middle Initial: _____

Mailing Address: _____

Street Address (if different from above): _____

City: _____ State: _____ Zip: _____

Phone Number: _____

Date of Birth: _____

E-MAIL: _____

Infraction Number: _____ Infraction Date: _____ Traffic School fee: **\$145.00**

Infraction/violation is for: _____
(Please list all violations, if cited for more than one)

Traffic School classes are held twice monthly.
One Wednesday class from 5:00 PM-8:30 PM and a Saturday class from 8:00 AM-11:30 AM.

Please list on the line below, dates that you are NOT available:

Applicant Signature: _____ Date: _____

FOR OFFICE USE ONLY

Approved

Declined _____

Hearing Date: _____ Letter: _____ Class Date/Time: _____

Got a Traffic Ticket?

You may be able to keep it off your Driving Record!

After you have read this entire brochure, if you have any further questions please call the Traffic School Message Line at:

360-851-4450

Please DO NOT call the Black Diamond Municipal Court for Traffic School Information.

Class Overview

Black Diamond Traffic School is a 3.5 hour traffic safety education program for drivers who have been cited for a traffic violation. The class includes current driving laws, safe driving techniques, and makes participants more aware and knowledgeable about local driving conditions.

If your citation has two or more violations, (ex. violation 1=speed; violation 2=no tabs, you are responsible for handling the additional violation(s) first. Black Diamond Traffic School allows you to keep only one from your driving record.

If you have been court ordered to attend a defensive driving school, this class **DOES NOT** qualify.

BLACK DIAMOND TRAFFIC SCHOOL INSTRUCTIONS



STEP #1 - MUNICIPAL COURT *(COMPLETE THIS STEP BEFORE APPLYING FOR TRAFFIC SCHOOL)*

- Within thirty-three (33) days of receiving your infraction you must request a **contested** or **mitigation** hearing. On your infraction, check one of the hearing boxes, fill out your personal information and write "Traffic School" below the signature line. **DO NOT PAY THE FINE ON YOUR INFRACTION TO THE COURT, if you do, the infraction will go on your record and your case will be closed. You will make ONE payment of \$145.00 to the POLICE DEPARTMENT made payable to The City of Black Diamond for Traffic School.**
- Either hand deliver your infraction to the court drop box outside of the Municipal Court, e-mail (court@blackdiamondwa.gov) or mail your ticket to Black Diamond Municipal Court, 25510 Lawson St, Black Diamond, WA 98010.
- The court will schedule your hearing and mail you the court date information.



STEP #2 - APPLY FOR TRAFFIC SCHOOL WITH THE POLICE DEPARTMENT

- **Once you receive a court date**, there are three ways you can apply for traffic school.

APPLY BY MAIL	APPLY BY DROP BOX	APPLY BY E-MAIL
Mail in your completed Traffic School Application and payment (check/money order or see below for credit/debit payment option). Mail to: Black Diamond Police Dept. PO BOX 309 Black Diamond, WA 98010	Hand deliver your Traffic School Application and payment (check/money order or see below for credit/debit payment option) to the police department drop box. Drop box location: 25510 Lawson St Black Diamond, WA 98010	E-mail a picture of your completed Traffic School Application. Email to: contactus@blackdiamondwa.gov See below for credit/debit payment option.

PAYMENT INFORMATION

THE TRAFFIC SCHOOL FEE IS \$145.00 – CASH NOT ACCEPTED

Check/Money Order

Both made payable to the 'City of Black Diamond'. Please fill out the check or money order completely.

Credit/Debit Card

Pay online at www.blackdiamondwa.gov
Under 'City Services' please click 'Make a Payment'.
Scroll down until you see 'Traffic School Payment'
There is a 2.95% third-party fee.



STEP #3 - BLACK DIAMOND TRAFFIC SCHOOL

- You will be notified by E-MAIL regarding your acceptance to Traffic School. If you do not have an e-mail address, the information will be mailed to your address.
- You must attend the entire traffic school class assigned. **No payment refunds or rescheduling of classes.**
- You must be on-time to class, be alcohol/drug free and behave appropriately.
- After successful completion of the class, the City Prosecutor will dismiss your violation; there will be no further fine or legal action and you will not have to appear at your court hearing.
- IF YOU FAIL TO ATTEND OR ARE DENIED TO BLACK DIAMOND TRAFFIC SCHOOL, YOU MUST APPEAR AT YOUR SCHEDULED COURT HEARING WITH THE BLACK DIAMOND MUNICIPAL COURT OR OTHERWISE PROPERLY HANDLE YOUR INFRACTION.

You are NOT eligible if:

- You attended traffic school within the last 18 months.
- You have a Commercial Driver's License
- You were cited for any violation of an intermediate license restriction or for any violation that involved a traffic accident, school zone, or work zone.
- You were cited for speeding 21 mph over the limit or more.

Traffic School FAQ

When is Black Diamond Traffic School?
We hold two pre-set classes a month. One Saturday class from 8:00 am-11:30 am and one Wednesday class from 5:00 pm-8:30 pm.

What if I arrive late or miss the class?
Tardiness will be considered a failure to comply and you will not be rescheduled. **If you don't attend or are removed from the class, you are required to either attend your scheduled Court Hearing or pay the Court the amount of your infraction to close your case. The payment made to Traffic School will be forfeited not refunded.**

How much does it cost to attend Black Diamond Traffic School?
The fee is \$145.00

How can I pay for traffic school?
You can pay with a credit/debit card, check or money order at time of registration. **Cash is not accepted. The payment is non-refundable.**

Can I reschedule?
No, rescheduling is not permitted.

Still have questions about Traffic School?
Please call the Traffic School Information line at **360-851-4450**