## **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, D.C. 20001-2866 TELEPHONE (202) 565-1300

As a result of your conviction of a D.C. Code violation, pursuant to Title 3, D.C. Code, Section 413, you are required to pay a monetary assessment. Checks or money orders are to be made payable to: **Clerk, D.C. Superior Court** and must include the criminal case number(s) preceded by U.S.D.C.:

YOUR NAME HERE 123 YOUR STREET YOUR TOWN, USA 09676 PH: 098-7854		9-5578/1234 DATE 4/2	030 5/2003
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Four Hundred YOUR BANK ANYTOWIN USA	- 19 9 19 4	3	DOLLARS
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Payments may be mailed or hand carried to:

D.C. Superior Court Criminal Finance Office 500 Indiana Avenue, N.W. Room 4203 Washington, D.C. 20001.