

**Superior Court of California, County of Ventura**  
**Collection Unit**  
800 S. Victoria Ave, Room 205  
P.O. Box 6489  
Ventura, CA 93006-6489  
(805) 639-5010

**CIVIL ASSESSMENT PETITION AND ORDER**

**REQUEST TO VACATE CIVIL ASSESSMENT**

Defendant's Name \_\_\_\_\_ Case Number \_\_\_\_\_

**IMPORTANT: Provide a written explanation of any of the following that shows you were unable to appear or contact the court. Attach supporting documentation with your petition. Your petition may be denied if written proof is not received.**

☐ HOSPITALIZED                      ☐ MILITARY DUTY                      ☐ RESIDENTIAL TREATMENT  
☐ INCARCERATED                      ☐ DEATH                      ☐ EXTENUATING CIRCUMSTANCE

The following is an explanation of my failure to appear and/or pay: (Please print and include attachments)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I declare under penalty of perjury that the foregoing statement is true and correct to the best of my knowledge and that written proof is attached to this form.

Executed at \_\_\_\_\_ on \_\_\_\_\_  
City and State Date

Mailing Address \_\_\_\_\_  
\_\_\_\_\_

Telephone # \_\_\_\_\_ Signature \_\_\_\_\_

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**ORDER RE: CIVIL ASSESSMENT (COURT USE ONLY)**

The Court having read and considered the Petition regarding vacating the Civil Assessment pursuant to PC 1214.1, hereby makes the following order:

Defendant's Petition to Vacate is:      ☐ GRANTED                      ☐ DENIED

Signature \_\_\_\_\_ Date \_\_\_\_\_  
Judicial Officer