

Cortland City Court Public Information Sheet

Making payments of Fines/Surcharges and Suspension lift fees

- **You may complete and mail/email a credit card authorization form.**

These forms are available as follows:

1. At the bottom of your fine notification
2. Cortland City Court website at: www.nycourts.gov/courts/6jd/cortland/cortlandcity
You will look in the forms and find the credit card authorization.
3. You may call the court and request that a form be mailed or emailed to you.

If mailing please mail to:

Cortland City Court, 25 Court Street, Cortland, NY 13045

If emailing please send to:

Cortlandcity@nycourts.gov

- **You may pay via money order or certified bank check:**

Please mail to:

Cortland City Court, 25 Court Street , Cortland, NY 13045

- **If absolutely necessary, you may appear at the Court Clerk's window by appointment only:** Only one person is allowed at any given time and you must adhere to all building rules with regard to COVID -19 including but not limited to the wearing of a mask at all times.
 - Please notify Court Security of your need for an appointment if you currently in the building.
 - Please contact the Court at 607-218-3300 option 1 to set up an appointment from home.

Please note these steps and precautions are being taken in response to the **current** COVID-19 crisis. If you have questions, please contact the Chief Clerk at 607-218-3300 option 1 and request to speak with the Chief Clerk or Deputy.