



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

GRAHAM POLICE DEPT.  
P. O. DRAWER 357  
GRAHAM, NC 27253

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>1</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

In the interest of providing both (i) an efficient mechanism for government entities to express their preferences on such waivers without appearing in court and (ii) a single resource that trial court officials may consult about each entity’s position, the NCAOC will maintain a statewide registry of entity responses generated from the form on the back of this notice. The registry is available online at: <http://nccourts.org/costwaiver>

Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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<sup>1</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
NCAOC – Office of General Counsel  
Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

- ☐ 1. **Standing Objection/Waiver of Objection.** The above-named agency hereby registers its (*check one*)
- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
- ☐ b. lack of objection to any waiver or remission, for which the agency defers to the court's discretion.
- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
- ☐ b. **Continued/Resumed.** The agency wishes to continue receiving mailed notices, or to resume receipt of notices for which receipt was previously discontinued.

Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
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April 20, 2025

MEBANE POLICE DEPT.  
116 WEST CENTER STREET  
MEBANE, NC 27302

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

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By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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OF COURT COSTS AND FINES**

G.S. 7A-304(a)

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April 20, 2025

ELON POLICE DEPT  
P O BOX 595  
ELON, NC 27244

Re: Notice to Government Entities Receiving Court Costs and Fines

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OF COURT COSTS AND FINES**

G.S. 7A-304(a)

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April 20, 2025

HAW RIVER POLICE DEPT.  
P. O. BOX 103  
HAW RIVER, NC 27258

Re: Notice to Government Entities Receiving Court Costs and Fines

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April 20, 2025

ELON CAMPUS POLICE  
CAMPUS BOX 2010  
MOSELY CENTER, ELON UNIVERSITY  
, NC 27244

Re: Notice to Government Entities Receiving Court Costs and Fines

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ALEXANDER CO TREASURER  
621 LILEDOWN ROAD  
TAYLORSVILLE, NC 28681

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2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
NCAOC – Office of General Counsel  
Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

- ☐ 1. **Standing Objection/Waiver of Objection.** The above-named agency hereby registers its (*check one*)
- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
- ☐ b. lack of objection to any waiver or remission, for which the agency defers to the court's discretion.
- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
- ☐ b. **Continued/Resumed.** The agency wishes to continue receiving mailed notices, or to resume receipt of notices for which receipt was previously discontinued.

Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

ALLEGHANY CO FINANCE OFFICE  
PO BOX 366  
SPARTA, NC 28675

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>7</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

In the interest of providing both (i) an efficient mechanism for government entities to express their preferences on such waivers without appearing in court and (ii) a single resource that trial court officials may consult about each entity’s position, the NCAOC will maintain a statewide registry of entity responses generated from the form on the back of this notice. The registry is available online at: <http://nccourts.org/costwaiver>

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<sup>7</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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**AGENCY RESPONSE**

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Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF SPARTA  
P O BOX 99  
SPARTA, NC 28675

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>8</sup>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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**AGENCY RESPONSE**

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Firm Name (if applicable)	Address (if different from above)	
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ADMINISTRATIVE OFFICE OF THE COURTS

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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

ANSON CO TREASURER  
101 S. Greene Street  
Suite 234  
WADESBORO, NC 28170

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>9</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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Firm Name (if applicable)	Address (if different from above)	
Telephone No.		





ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

ANSON CO SHERIFF DEPT  
119 NORTH WASHINGTON STREET  
COURIER BOX 03-82-18  
WADESBORO, NC 28170

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>10</sup>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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ADMINISTRATIVE OFFICE OF THE COURTS

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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF WADESBORO  
PO BOX 697  
WADESBORO, NC 28170

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

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April 20, 2025

TOWN OF POLKTON  
PO BOX 99  
POLKTON, NC 28135

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>12</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

In the interest of providing both (i) an efficient mechanism for government entities to express their preferences on such waivers without appearing in court and (ii) a single resource that trial court officials may consult about each entity’s position, the NCAOC will maintain a statewide registry of entity responses generated from the form on the back of this notice. The registry is available online at: <http://nccourts.org/costwaiver>

Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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<sup>12</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
NCAOC – Office of General Counsel  
Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

- ☐ 1. **Standing Objection/Waiver of Objection.** The above-named agency hereby registers its (*check one*)
- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
- ☐ b. lack of objection to any waiver or remission, for which the agency defers to the court's discretion.
- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
- ☐ b. **Continued/Resumed.** The agency wishes to continue receiving mailed notices, or to resume receipt of notices for which receipt was previously discontinued.

Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF LILESVILLE  
PO BOX 451  
LILESVILLE, NC 28091

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>13</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

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- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
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Signature		Date
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Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF MORVEN  
PO BOX 295  
MORVEN, NC 28119

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>14</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

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<sup>14</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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**AGENCY RESPONSE**

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ADMINISTRATIVE OFFICE OF THE COURTS

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GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

CITY OF ALBEMARLE  
PO BOX 190  
ALBEMARLE, NC 28001

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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ADMINISTRATIVE OFFICE OF THE COURTS

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O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

ROCKINGHAM POLICE DEPT  
311 E FRANKLIN ST  
ROCKINGHAM, NC 28379

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

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Name And Address Of Submitting Agency (type or print)

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STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

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April 20, 2025

HAMLET POLICE DEPT  
PO BOX 1229  
HAMLET, NC 28345

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>17</sup>

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4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

- ☐ 1. **Standing Objection/Waiver of Objection.** The above-named agency hereby registers its (*check one*)
- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
- ☐ b. lack of objection to any waiver or remission, for which the agency defers to the court's discretion.
- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
- ☐ b. **Continued/Resumed.** The agency wishes to continue receiving mailed notices, or to resume receipt of notices for which receipt was previously discontinued.

Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

MARSHVILLE POLICE DEPT  
107 N ELM ST  
MARSHVILLE, NC 28103

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>18</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

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<sup>18</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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Attn: Court Cost Waiver Standing Response  
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Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
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Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

ASHE CO SHERIFF DEPT  
140 GOVERNMENT CIRCLE  
COURIER BOX # 15-66-08  
JEFFERSON, NC 28640

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>19</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
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**AGENCY RESPONSE**

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Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

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GENERAL COUNSEL

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O 919-890-1300  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

ASHE COUNTY BD OF EDUCATION  
PO BOX 604  
JEFFERSON, NC 28640

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>20</sup>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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Attn: Court Cost Waiver Standing Response  
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**AGENCY RESPONSE**

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Signature		Date
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Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

CITY OF JEFFERSON  
PO BOX 67  
JEFFERSON, NC 28640

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>21</sup>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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ADMINISTRATIVE OFFICE OF THE COURTS

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GENERAL COUNSEL

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O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

AVERY COUNTY SCHOOLS  
775 CRANBERRY ST  
NEWLAND, NC 28657

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

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Name And Address Of Submitting Agency (type or print)

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STANDING RESPONSE TO WAIVER / REMISSION  
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G.S. 7A-304(a)

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ADMINISTRATIVE OFFICE OF THE COURTS

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April 20, 2025

BEAUFORT CO TREASURER  
BEAUFORT COUNTY COURTHOUSE  
P.O. BOX 1403  
WASHINGTON, NC 27889

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

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In the interest of providing both (i) an efficient mechanism for government entities to express their preferences on such waivers without appearing in court and (ii) a single resource that trial court officials may consult about each entity’s position, the NCAOC will maintain a statewide registry of entity responses generated from the form on the back of this notice. The registry is available online at: <http://nccourts.org/costwaiver>

Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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<sup>23</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
NCAOC – Office of General Counsel  
Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

- ☐ 1. **Standing Objection/Waiver of Objection.** The above-named agency hereby registers its (*check one*)
- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
- ☐ b. lack of objection to any waiver or remission, for which the agency defers to the court's discretion.
- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
- ☐ b. **Continued/Resumed.** The agency wishes to continue receiving mailed notices, or to resume receipt of notices for which receipt was previously discontinued.

Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		





ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

BEAUFORT CO SHERIFF DEPT  
210 N MARKET STREET  
COURIER BOX 16-02-12  
WASHINGTON, NC 27889

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>24</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

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<sup>24</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
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**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

- ☐ 1. **Standing Objection/Waiver of Objection.** The above-named agency hereby registers its (*check one*)
- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
- ☐ b. lack of objection to any waiver or remission, for which the agency defers to the court's discretion.
- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
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Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
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PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

BEAUFORT COUNTY BOARD OF EDUCATION  
321 SMAW ROAD  
WASHINGTON, NC 27889

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>25</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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<sup>25</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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Email Address:  
Waiver.Response@nccourts.org
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**AGENCY RESPONSE**

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- ☐ 1. **Standing Objection/Waiver of Objection.** The above-named agency hereby registers its (*check one*)
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- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
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Signature		Date
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Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

CITY OF WASHINGTON  
P O BOX 1988  
WASHINGTON, NC 27889

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>26</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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**AGENCY RESPONSE**

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Signature		Date
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ADMINISTRATIVE OFFICE OF THE COURTS

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GENERAL COUNSEL

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O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF AURORA  
P.O. BOX 86  
AURORA, NC 27806

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>27</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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ADMINISTRATIVE OFFICE OF THE COURTS

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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF CHOCOWINITY  
P. O. BOX 145  
CHOCOWINITY, NC 27817

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>28</sup>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

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**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

- ☐ 1. **Standing Objection/Waiver of Objection.** The above-named agency hereby registers its (*check one*)
- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
- ☐ b. lack of objection to any waiver or remission, for which the agency defers to the court's discretion.
- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
- ☐ b. **Continued/Resumed.** The agency wishes to continue receiving mailed notices, or to resume receipt of notices for which receipt was previously discontinued.

Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

BERTIE CO SHERIFF DEPT  
P O BOX 157  
COURIER BOX 10-92-11  
WINDSOR, NC 27983

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>29</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

In the interest of providing both (i) an efficient mechanism for government entities to express their preferences on such waivers without appearing in court and (ii) a single resource that trial court officials may consult about each entity’s position, the NCAOC will maintain a statewide registry of entity responses generated from the form on the back of this notice. The registry is available online at: <http://nccourts.org/costwaiver>

Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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<sup>29</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
NCAOC – Office of General Counsel  
Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

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Signature		Date
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Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

BERTIE MARTIN REGIONAL JAIL  
C/O MARTIN CO FINANCE OFFICE  
P O BOX 668  
WILLIAMSTON, NC 27892

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>30</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

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<sup>30</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
NCAOC – Office of General Counsel  
Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

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Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		





ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF WINDSOR  
P O BOX 508  
WINDSOR, NC 27983

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>31</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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<sup>31</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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3. Return completed forms with ink signature via mail or email to:  
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Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
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**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

- ☐ 1. **Standing Objection/Waiver of Objection.** The above-named agency hereby registers its (*check one*)
- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
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- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
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Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF AULANDER  
P O BOX 100  
124 W MAIN ST  
AULANDER, NC 27805

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>32</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

In the interest of providing both (i) an efficient mechanism for government entities to express their preferences on such waivers without appearing in court and (ii) a single resource that trial court officials may consult about each entity’s position, the NCAOC will maintain a statewide registry of entity responses generated from the form on the back of this notice. The registry is available online at: <http://nccourts.org/costwaiver>

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<sup>32</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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3. Return completed forms with ink signature via mail or email to:  
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Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
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**AGENCY RESPONSE**

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Signature		Date
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Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF LEWISTON  
P O BOX 340  
LEWISTON, NC 27849

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>33</sup>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

CITY OF BLADENBORO  
PO BOX 455  
BLADENBORO, NC 28320

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>34</sup>

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Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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<sup>34</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.



Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
NCAOC – Office of General Counsel  
Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

- ☐ 1. **Standing Objection/Waiver of Objection.** The above-named agency hereby registers its (*check one*)
- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
- ☐ b. lack of objection to any waiver or remission, for which the agency defers to the court's discretion.
- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
- ☐ b. **Continued/Resumed.** The agency wishes to continue receiving mailed notices, or to resume receipt of notices for which receipt was previously discontinued.

Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF WHITE LAKE  
1879 WHITE LAKE DRIVE  
PMB 7250  
WHITE LAKE, NC 28337

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>35</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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**AGENCY RESPONSE**

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Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF LELAND  
102 TOWN HALL DRIVE  
LELAND, NC 28451

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>36</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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**AGENCY RESPONSE**

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Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

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O 919-890-1300  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF SHALLOTTE  
P O BOX 2287  
SHALLOTTE, NC 28459

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>37</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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**AGENCY RESPONSE**

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Signature		Date
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ADMINISTRATIVE OFFICE OF THE COURTS

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GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF CALABASH  
882 PERSIMMON ROAD  
CALABASH, NC 28467

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>38</sup>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

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F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF SUNSET BEACH  
700 SUNSET BOULEVARD NORTH  
SUNSET BEACH, NC 28468

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>39</sup>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

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- ☐ 1. **Standing Objection/Waiver of Objection.** The above-named agency hereby registers its (*check one*)
- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
- ☐ b. lack of objection to any waiver or remission, for which the agency defers to the court's discretion.
- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
- ☐ b. **Continued/Resumed.** The agency wishes to continue receiving mailed notices, or to resume receipt of notices for which receipt was previously discontinued.

Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF NAVASSA POLICE DEPT  
334 MAIN STREET  
ATTN: CHIEF  
NAVASSA, NC 28451

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>40</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

In the interest of providing both (i) an efficient mechanism for government entities to express their preferences on such waivers without appearing in court and (ii) a single resource that trial court officials may consult about each entity’s position, the NCAOC will maintain a statewide registry of entity responses generated from the form on the back of this notice. The registry is available online at: <http://nccourts.org/costwaiver>

Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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<sup>40</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
NCAOC – Office of General Counsel  
Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

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Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
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F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF NORTHWEST  
4889 VERNON ROAD  
NORTHWEST, NC 28451

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>41</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
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**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

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Signature		Date
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Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

CITY OF ASHEVILLE  
P.O. BOX 7148  
ASHEVILLE, NC 28802

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>42</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

In the interest of providing both (i) an efficient mechanism for government entities to express their preferences on such waivers without appearing in court and (ii) a single resource that trial court officials may consult about each entity’s position, the NCAOC will maintain a statewide registry of entity responses generated from the form on the back of this notice. The registry is available online at: <http://nccourts.org/costwaiver>

Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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<sup>42</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
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Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

- ☐ 1. **Standing Objection/Waiver of Objection.** The above-named agency hereby registers its (*check one*)
- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
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- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
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Signature		Date
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Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

CITY OF BLACK MOUNTAIN  
160 MIDLAND AVENUE  
ACCOUNTING DEPT.  
BLACK MOUNTAIN, NC 28711

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>43</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

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<sup>43</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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**AGENCY RESPONSE**

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ADMINISTRATIVE OFFICE OF THE COURTS

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O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

CITY OF BILTMORE FOREST  
P.O. BOX 5352  
BILTMORE FOREST, NC 28813

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>44</sup>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

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ADMINISTRATIVE OFFICE OF THE COURTS

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F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

CITY OF MONTREAT  
P.O. BOX 423  
MONTREAT, NC 28757

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>45</sup>

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<sup>45</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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3. Return completed forms with ink signature via mail or email to:  
NCAOC – Office of General Counsel  
Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

- ☐ 1. **Standing Objection/Waiver of Objection.** The above-named agency hereby registers its (*check one*)
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- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
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Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

CITY OF WOODFIN  
90 ELK MTN.ROAD  
ASHEVILLE, NC 28804

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>46</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

MORGANTON DEPT PUBLIC SAFETY  
P O BOX 3448  
MORGANTON, NC 28680-3448

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>47</sup>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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**AGENCY RESPONSE**

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ADMINISTRATIVE OFFICE OF THE COURTS

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O 919-890-1300  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

VALDESE POLICE DEPT  
P O BOX 339  
VALDESE, NC 28690-0339

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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ADMINISTRATIVE OFFICE OF THE COURTS

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O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

DREXEL POLICE DEPARTMENT  
P O BOX 188  
DREXEL, NC 28619-0188

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>49</sup>

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Name And Address Of Submitting Agency (type or print)

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STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF GLEN ALPINE  
103 PITTS STREET  
GLEN ALPINE, NC 28628-0898

Re: Notice to Government Entities Receiving Court Costs and Fines

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Name And Address Of Submitting Agency (type or print)

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STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

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- ☐ 1. **Standing Objection/Waiver of Objection.** The above-named agency hereby registers its (*check one*)
- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
- ☐ b. lack of objection to any waiver or remission, for which the agency defers to the court's discretion.
- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
- ☐ b. **Continued/Resumed.** The agency wishes to continue receiving mailed notices, or to resume receipt of notices for which receipt was previously discontinued.

Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

RHODHISS POLICE DEPT  
P O BOX 40  
RHODHISS, NC 28667-0040

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>51</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

In the interest of providing both (i) an efficient mechanism for government entities to express their preferences on such waivers without appearing in court and (ii) a single resource that trial court officials may consult about each entity’s position, the NCAOC will maintain a statewide registry of entity responses generated from the form on the back of this notice. The registry is available online at: <http://nccourts.org/costwaiver>

Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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<sup>51</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
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Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
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**AGENCY RESPONSE**

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Telephone No.		





ADMINISTRATIVE OFFICE OF THE COURTS

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PO BOX 2448, RALEIGH, NC 27602  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

LONGVIEW POLICE DEPARTMENT  
2404 1ST AVENUE, SW  
LONGVIEW, NC 28602

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>52</sup>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
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Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

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April 20, 2025

CITY OF CONCORD  
OFFICERS FEE-CITY OF CONCORD  
P O BOX 308/FINANCE DEPT  
CONCORD, NC 28026-0308

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>53</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

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Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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3. Return completed forms with ink signature via mail or email to:  
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Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
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**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

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Signature		Date
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Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

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O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

CITY OF KANNAPOLIS  
401 LAUREATE WAY  
KANNAPOLIS, NC 28081

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>54</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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Attn: Court Cost Waiver Standing Response  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

LOCUST POLICE DEPARTMENT  
P O BOX 190  
LOCUST, NC 28097

Re: Notice to Government Entities Receiving Court Costs and Fines

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Name And Address Of Submitting Agency (type or print)

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STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

CALDWELL CO TREASURER  
PO BOX 2200  
LENOIR, NC 28645

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

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Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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<sup>56</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
NCAOC – Office of General Counsel  
Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

- ☐ 1. **Standing Objection/Waiver of Objection.** The above-named agency hereby registers its (*check one*)
- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
- ☐ b. lack of objection to any waiver or remission, for which the agency defers to the court's discretion.
- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
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Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

CITY OF LENOIR POLICE DEPT  
1035 WEST AVENUE  
LENOIR, NC 28645

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>57</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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**AGENCY RESPONSE**

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Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

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O 919-890-1300  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF GRANITE FALLS POLICE  
PO DRAWER 10  
GRANITE FALLS, NC 28630

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>58</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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**AGENCY RESPONSE**

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Firm Name (if applicable)	Address (if different from above)	
Telephone No.		





ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

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O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF HUDSON  
PO BOX 457  
HUDSON, NC 28638

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>59</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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**AGENCY RESPONSE**

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ADMINISTRATIVE OFFICE OF THE COURTS

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O 919-890-1300  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF RHODHISS POLICE DEPT  
P.O.BOX 40  
RHODHISS, NC 28667

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

HICKORY POLICE DEPT  
347 2ND AVENUE S.W.  
HICKORY, NC 28602-2844

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

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Name And Address Of Submitting Agency (type or print)

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STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

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- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
- ☐ b. lack of objection to any waiver or remission, for which the agency defers to the court's discretion.
- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
- ☐ b. **Continued/Resumed.** The agency wishes to continue receiving mailed notices, or to resume receipt of notices for which receipt was previously discontinued.

Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

CAMDEN CO FINANCE OFFICE  
PO BOX 190  
CAMDEN, NC 27921

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>62</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

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Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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<sup>62</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.



Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
NCAOC – Office of General Counsel  
Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

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ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

CARTERET CO TREASURER  
CARTERET COUNTY COURTHOUSE  
302 COURTHOUSE SQUARE  
BEAUFORT, NC 28516

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>63</sup>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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**AGENCY RESPONSE**

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Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

CARTERET CO SHERIFF DEPT  
P O BOX 239  
COURIER BOX 11-13-04  
BEAUFORT, NC 28516

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>64</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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**AGENCY RESPONSE**

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ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

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O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF BEAUFORT  
215 POLLOCK STREET  
BEAUFORT, NC 28516

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>65</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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ADMINISTRATIVE OFFICE OF THE COURTS

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April 20, 2025

TOWN OF ATLANTIC BEACH  
PO BOX 10  
ATLANTIC BEACH, NC 28512

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

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Name And Address Of Submitting Agency (type or print)

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STANDING RESPONSE TO WAIVER / REMISSION  
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G.S. 7A-304(a)

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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF EMERALD ISLE  
7500 EMERALD DRIVE  
EMERALD ISLE, NC 28594

Re: Notice to Government Entities Receiving Court Costs and Fines

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Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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<sup>67</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
NCAOC – Office of General Counsel  
Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
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**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

- ☐ 1. **Standing Objection/Waiver of Objection.** The above-named agency hereby registers its (*check one*)
- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
- ☐ b. lack of objection to any waiver or remission, for which the agency defers to the court's discretion.
- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
- ☐ b. **Continued/Resumed.** The agency wishes to continue receiving mailed notices, or to resume receipt of notices for which receipt was previously discontinued.

Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

CASWELL CO TREASURER  
P.O. BOX 98  
YANCEYVILLE, NC 27379

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>68</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

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April 20, 2025

PITTSYLVANIA COUNTY  
SHERIFF'S OFFICE  
P O BOX 407  
CHATHAM, VA 24531

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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**AGENCY RESPONSE**

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Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

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GENERAL COUNSEL

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O 919-890-1300  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

CITY OF HICKORY  
FINANCE DEPARTMENT  
76 N CENTER STREET  
HICKORY, NC 28603

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

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By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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ADMINISTRATIVE OFFICE OF THE COURTS

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O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

CITY OF NEWTON  
P O BOX 550  
NEWTON, NC 28658

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

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Name And Address Of Submitting Agency (type or print)

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STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

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April 20, 2025

TOWN OF BROOKFORD  
1700 SOUTH CENTER STREET  
HICKORY, NC 28602

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Name And Address Of Submitting Agency (type or print)

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STANDING RESPONSE TO WAIVER / REMISSION  
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G.S. 7A-304(a)

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**AGENCY RESPONSE**

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- ☐ 1. **Standing Objection/Waiver of Objection.** The above-named agency hereby registers its (*check one*)
- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
- ☐ b. lack of objection to any waiver or remission, for which the agency defers to the court's discretion.
- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
- ☐ b. **Continued/Resumed.** The agency wishes to continue receiving mailed notices, or to resume receipt of notices for which receipt was previously discontinued.

Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		





ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF LONGVIEW  
2404 1ST AVENUE S.W.  
LONGVIEW, NC 28602

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>73</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

In the interest of providing both (i) an efficient mechanism for government entities to express their preferences on such waivers without appearing in court and (ii) a single resource that trial court officials may consult about each entity’s position, the NCAOC will maintain a statewide registry of entity responses generated from the form on the back of this notice. The registry is available online at: <http://nccourts.org/costwaiver>

Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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<sup>73</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
NCAOC – Office of General Counsel  
Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

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Signature		Date
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Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

CHATHAM CO TREASURER  
CHATHAM COUNTY COURTHOUSE  
P.O. BOX 369  
PITTSBORO, NC 27312

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>74</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

In the interest of providing both (i) an efficient mechanism for government entities to express their preferences on such waivers without appearing in court and (ii) a single resource that trial court officials may consult about each entity’s position, the NCAOC will maintain a statewide registry of entity responses generated from the form on the back of this notice. The registry is available online at: <http://nccourts.org/costwaiver>

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<sup>74</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
NCAOC – Office of General Counsel  
Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

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- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
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Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF SILER CITY  
PO BOX 769  
SILER CITY, NC 27344

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>75</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

In the interest of providing both (i) an efficient mechanism for government entities to express their preferences on such waivers without appearing in court and (ii) a single resource that trial court officials may consult about each entity’s position, the NCAOC will maintain a statewide registry of entity responses generated from the form on the back of this notice. The registry is available online at: <http://nccourts.org/costwaiver>

Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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<sup>75</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
NCAOC – Office of General Counsel  
Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

- ☐ 1. **Standing Objection/Waiver of Objection.** The above-named agency hereby registers its (*check one*)
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- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
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Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF MURPHY  
PO BOX 130  
MURPHY, NC 28906

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>76</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

In the interest of providing both (i) an efficient mechanism for government entities to express their preferences on such waivers without appearing in court and (ii) a single resource that trial court officials may consult about each entity’s position, the NCAOC will maintain a statewide registry of entity responses generated from the form on the back of this notice. The registry is available online at: <http://nccourts.org/costwaiver>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
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Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
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**AGENCY RESPONSE**

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Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF ANDREWS  
PO BOX 1210  
ANDREWS, NC 28906

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>77</sup>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

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ADMINISTRATIVE OFFICE OF THE COURTS

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GENERAL COUNSEL

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O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

CHOWAN COUNTY TREASURER  
P O BOX 1030  
EDENTON, NC 27932

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>78</sup>

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Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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<sup>78</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
NCAOC – Office of General Counsel  
Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

- ☐ 1. **Standing Objection/Waiver of Objection.** The above-named agency hereby registers its (*check one*)
- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
- ☐ b. lack of objection to any waiver or remission, for which the agency defers to the court's discretion.
- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
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Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF EDENTON  
PO BOX 300  
EDENTON, NC 27932

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>79</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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**AGENCY RESPONSE**

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Firm Name (if applicable)	Address (if different from above)	
Telephone No.		





ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

ELIZABETH CITY POLICE DEPT  
PO BOX 347  
ELIZABETH CITY, NC 27909

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>80</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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**AGENCY RESPONSE**

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Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

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O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

CLAY COUNTY FINANCE OFFICE  
PO BOX 118  
HAYESVILLE, NC 28904

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

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By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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**AGENCY RESPONSE**

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ADMINISTRATIVE OFFICE OF THE COURTS

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GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

CLEVELAND CO TREASURER  
PO BOX 1210  
SHELBY, NC 28151-1210

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>82</sup>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

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ADMINISTRATIVE OFFICE OF THE COURTS

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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

CITY OF SHELBY  
P O BOX 207  
SHELBY, NC 28151

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

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Name And Address Of Submitting Agency (type or print)

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STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

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- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
- ☐ b. lack of objection to any waiver or remission, for which the agency defers to the court's discretion.
- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
- ☐ b. **Continued/Resumed.** The agency wishes to continue receiving mailed notices, or to resume receipt of notices for which receipt was previously discontinued.

Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

CITY OF KINGS MOUNTAIN  
P.O. BOX 429  
KINGS MOUNTAIN, NC 28086-0429

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>84</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

In the interest of providing both (i) an efficient mechanism for government entities to express their preferences on such waivers without appearing in court and (ii) a single resource that trial court officials may consult about each entity’s position, the NCAOC will maintain a statewide registry of entity responses generated from the form on the back of this notice. The registry is available online at: <http://nccourts.org/costwaiver>

Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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<sup>84</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
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Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

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Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

GROVER POLICE DEPT  
PO BOX 189  
GROVER, NC 28073

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>85</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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**AGENCY RESPONSE**

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ADMINISTRATIVE OFFICE OF THE COURTS

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GENERAL COUNSEL

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O 919-890-1300  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF POLKVILLE  
P.O. BOX 146  
POLKVILLE, NC 28136-0146

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>86</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

In the interest of providing both (i) an efficient mechanism for government entities to express their preferences on such waivers without appearing in court and (ii) a single resource that trial court officials may consult about each entity’s position, the NCAOC will maintain a statewide registry of entity responses generated from the form on the back of this notice. The registry is available online at: <http://nccourts.org/costwaiver>

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<sup>86</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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Attn: Court Cost Waiver Standing Response  
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Email Address:  
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**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

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Telephone No.		





ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF KINGSTOWN  
2014 KINGSTOWN RD  
SHELBY, NC 28150

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>87</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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**AGENCY RESPONSE**

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ADMINISTRATIVE OFFICE OF THE COURTS

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O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

COLUMBUS CO TREASURER  
127 W Webster St  
WHITEVILLE, NC 28472

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>88</sup>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF TABOR CITY  
P O BOX 655  
TABOR CITY, NC 28463

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>89</sup>

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Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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<sup>89</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
NCAOC – Office of General Counsel  
Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

- ☐ 1. **Standing Objection/Waiver of Objection.** The above-named agency hereby registers its (*check one*)
- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
- ☐ b. lack of objection to any waiver or remission, for which the agency defers to the court's discretion.
- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
- ☐ b. **Continued/Resumed.** The agency wishes to continue receiving mailed notices, or to resume receipt of notices for which receipt was previously discontinued.

Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF FAIR BLUFF  
P O BOX 157  
FAIR BLUFF, NC 28439

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>90</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

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<sup>90</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.



Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

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Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF LAKE WACCAMAW  
P.O. BOX 145  
LAKE WACCAMAW, NC 28450

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>91</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

In the interest of providing both (i) an efficient mechanism for government entities to express their preferences on such waivers without appearing in court and (ii) a single resource that trial court officials may consult about each entity’s position, the NCAOC will maintain a statewide registry of entity responses generated from the form on the back of this notice. The registry is available online at: <http://nccourts.org/costwaiver>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

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- ☐ b. lack of objection to any waiver or remission, for which the agency defers to the court's discretion.
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Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF BRUNSWICK  
BRUNSWICK TOWN HALL  
40 POPLAR STREET  
BRUNSWICK, NC 28424

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>92</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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3. Return completed forms with ink signature via mail or email to:  
NCAOC – Office of General Counsel  
Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
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**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

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Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF BOLTON  
P O BOX 327  
BOLTON, NC 28423

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>93</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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**AGENCY RESPONSE**

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ADMINISTRATIVE OFFICE OF THE COURTS

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O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

CRAVEN CO TREASURER  
406 CRAVEN STREET  
NEW BERN, NC 28560

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>94</sup>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
- ☐ b. lack of objection to any waiver or remission, for which the agency defers to the court's discretion.
- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
- ☐ b. **Continued/Resumed.** The agency wishes to continue receiving mailed notices, or to resume receipt of notices for which receipt was previously discontinued.

Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

CRAVEN CO SHERIFF DEPT  
P O BOX 1027  
COURIER BOX 16-61-06  
NEW BERN, NC 28560

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>95</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

In the interest of providing both (i) an efficient mechanism for government entities to express their preferences on such waivers without appearing in court and (ii) a single resource that trial court officials may consult about each entity’s position, the NCAOC will maintain a statewide registry of entity responses generated from the form on the back of this notice. The registry is available online at: <http://nccourts.org/costwaiver>

Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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<sup>95</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
NCAOC – Office of General Counsel  
Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

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Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

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O 919-890-1300  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

CITY OF VANCEBORO  
P O BOX 306  
VANCEBORO, NC 28586

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>96</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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**AGENCY RESPONSE**

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ADMINISTRATIVE OFFICE OF THE COURTS

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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

CITY OF RIVERBEND  
45 SHORELINE DR  
NEW BERN, NC 28562

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>97</sup>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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**AGENCY RESPONSE**

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ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

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O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

CUMBERLAND COUNTY BOARD OF EDUCATION  
PO BOX 2357  
FAYETTEVILLE, NC 28302

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>98</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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**AGENCY RESPONSE**

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F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

CITY OF FAYETTEVILLE  
P O DRAWER D  
FAYETTEVILLE, NC 28302

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

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Name And Address Of Submitting Agency (type or print)

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STANDING RESPONSE TO WAIVER / REMISSION  
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G.S. 7A-304(a)

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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF SPRING LAKE  
300 Ruth Street  
SPRING LAKE, NC 28390

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>100</sup>

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Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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<sup>100</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
NCAOC – Office of General Counsel  
Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

- ☐ 1. **Standing Objection/Waiver of Objection.** The above-named agency hereby registers its (*check one*)
- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
- ☐ b. lack of objection to any waiver or remission, for which the agency defers to the court's discretion.
- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
- ☐ b. **Continued/Resumed.** The agency wishes to continue receiving mailed notices, or to resume receipt of notices for which receipt was previously discontinued.

Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		





ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

STEDMAN POLICE DEPT.  
PO BOX 220  
STEDMAN, NC 28391

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>101</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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**AGENCY RESPONSE**

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Signature		Date
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Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

COUNTY OF CURRITUCK  
FINANCE OFFICE  
153 COURTHOUSE ROAD, SUITE 102  
CURRITUCK, NC 27929

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>102</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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**AGENCY RESPONSE**

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Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

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O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

DAVIDSON COUNTY GEN FUND  
P. O. BOX 1067  
LEXINGTON, NC 27293

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>103</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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ADMINISTRATIVE OFFICE OF THE COURTS

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O 919-890-1300  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

WINSTON-SALEM POLICE DEPT  
725 N. Cherry St.  
WINSTON-SALEM, NC 27101

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>104</sup>

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Name And Address Of Submitting Agency (type or print)

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STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

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April 20, 2025

DAVIE CO TREASURER  
DAVIE COUNTY ADMINISTRATIVE BLD  
125 SOUTH MAIN  
MOCKSVILLE, NC 27028

Re: Notice to Government Entities Receiving Court Costs and Fines

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STANDING RESPONSE TO WAIVER / REMISSION  
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G.S. 7A-304(a)

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**AGENCY RESPONSE**

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- ☐ 1. **Standing Objection/Waiver of Objection.** The above-named agency hereby registers its (*check one*)
- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
- ☐ b. lack of objection to any waiver or remission, for which the agency defers to the court's discretion.
- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
- ☐ b. **Continued/Resumed.** The agency wishes to continue receiving mailed notices, or to resume receipt of notices for which receipt was previously discontinued.

Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF MOCKSVILLE  
171 CLEMENT ST  
MOCKSVILLE, NC 27028

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>106</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

In the interest of providing both (i) an efficient mechanism for government entities to express their preferences on such waivers without appearing in court and (ii) a single resource that trial court officials may consult about each entity’s position, the NCAOC will maintain a statewide registry of entity responses generated from the form on the back of this notice. The registry is available online at: <http://nccourts.org/costwaiver>

Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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<sup>106</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
NCAOC – Office of General Counsel  
Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

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- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
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Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF COOLEEMEE  
P O BOX 1080  
COOLEEMEE, NC 27014

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>107</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

In the interest of providing both (i) an efficient mechanism for government entities to express their preferences on such waivers without appearing in court and (ii) a single resource that trial court officials may consult about each entity’s position, the NCAOC will maintain a statewide registry of entity responses generated from the form on the back of this notice. The registry is available online at: <http://nccourts.org/costwaiver>

Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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<sup>107</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
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Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

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- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
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Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		





ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

DUPLIN CO BOARD OF EDUC  
PO BOX 129  
KENANSVILLE, NC 28349

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>108</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

In the interest of providing both (i) an efficient mechanism for government entities to express their preferences on such waivers without appearing in court and (ii) a single resource that trial court officials may consult about each entity’s position, the NCAOC will maintain a statewide registry of entity responses generated from the form on the back of this notice. The registry is available online at: <http://nccourts.org/costwaiver>

Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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<sup>108</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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3. Return completed forms with ink signature via mail or email to:  
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Attn: Court Cost Waiver Standing Response  
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Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

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- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
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- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
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Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF KENANSVILLE  
PO BOX 370  
KENANSVILLE, NC 28349

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>109</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

In the interest of providing both (i) an efficient mechanism for government entities to express their preferences on such waivers without appearing in court and (ii) a single resource that trial court officials may consult about each entity’s position, the NCAOC will maintain a statewide registry of entity responses generated from the form on the back of this notice. The registry is available online at: <http://nccourts.org/costwaiver>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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PO Box 2448  
Raleigh, NC 27602  
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**AGENCY RESPONSE**

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Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF FAISON  
P O BOX 365  
FAISON, NC 28341

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>110</sup>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

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Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

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GENERAL COUNSEL

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O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF MAGNOLIA  
PO BOX 459  
MAGNOLIA, NC 28453

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>111</sup>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
NCAOC – Office of General Counsel  
Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

- ☐ 1. **Standing Objection/Waiver of Objection.** The above-named agency hereby registers its (*check one*)
- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
- ☐ b. lack of objection to any waiver or remission, for which the agency defers to the court's discretion.
- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
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Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF WALLACE  
316 E MURRAY ST  
WALLACE, NC 28466

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>112</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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ADMINISTRATIVE OFFICE OF THE COURTS

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O 919-890-1300  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF WARSAW  
P O BOX 464  
WARSAW, NC 28398

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>113</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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**AGENCY RESPONSE**

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ADMINISTRATIVE OFFICE OF THE COURTS

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O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

WILMINGTON P D CRIME LAB  
ATTN: SUSAN SMITH  
615 BESS ST  
WILMINGTON, NC 28402

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>114</sup>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

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ADMINISTRATIVE OFFICE OF THE COURTS

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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

DURHAM CO FINANCE  
200 E. MAIN STREET  
DURHAM, NC 27701

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

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STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

DURHAM PUBLIC SCHOOLS  
ATTN: ACCOUNTING DEPT  
PO BOX 30002  
DURHAM, NC 27702

Re: Notice to Government Entities Receiving Court Costs and Fines

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STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

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**AGENCY RESPONSE**

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- ☐ 1. **Standing Objection/Waiver of Objection.** The above-named agency hereby registers its (*check one*)
- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
- ☐ b. lack of objection to any waiver or remission, for which the agency defers to the court's discretion.
- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
- ☐ b. **Continued/Resumed.** The agency wishes to continue receiving mailed notices, or to resume receipt of notices for which receipt was previously discontinued.

Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

DUKE UNIV POLICE DEPT.  
502 OREGON STREET  
BOX 90425  
DURHAM, NC 27708

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>117</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

In the interest of providing both (i) an efficient mechanism for government entities to express their preferences on such waivers without appearing in court and (ii) a single resource that trial court officials may consult about each entity’s position, the NCAOC will maintain a statewide registry of entity responses generated from the form on the back of this notice. The registry is available online at: <http://nccourts.org/costwaiver>

Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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<sup>117</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
NCAOC – Office of General Counsel  
Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

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Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

NORTH CAROLINA CENTRAL UNIV.  
1801 FAYETTEVILLE STREET  
DURHAM, NC 27707

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>118</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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3. Return completed forms with ink signature via mail or email to:  
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Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
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**AGENCY RESPONSE**

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Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

DURHAM CO SHERIFF DEPT  
510 S DILLARD STREET  
COURIER BOX 17-24-12  
DURHAM, NC 27701

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>119</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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3. Return completed forms with ink signature via mail or email to:  
NCAOC – Office of General Counsel  
Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

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Signature		Date
Counsel Name (type or print)	Title	Bar No.
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Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

EDGECOMBE CO TREASURER  
P O BOX 10  
TARBORO, NC 27886

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>120</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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PO Box 2448  
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ADMINISTRATIVE OFFICE OF THE COURTS

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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

CITY OF TARBORO  
COLLECTOR OF REVENUE  
P.O. BOX 220  
TARBORO, NC 27886

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>121</sup>

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Name And Address Of Submitting Agency (type or print)

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STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

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April 20, 2025

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Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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<sup>122</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
NCAOC – Office of General Counsel  
Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

- ☐ 1. **Standing Objection/Waiver of Objection.** The above-named agency hereby registers its (*check one*)
- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
- ☐ b. lack of objection to any waiver or remission, for which the agency defers to the court's discretion.
- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
- ☐ b. **Continued/Resumed.** The agency wishes to continue receiving mailed notices, or to resume receipt of notices for which receipt was previously discontinued.

Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF MACCLESFIELD  
P O BOX 185  
MACCLESFIELD, NC 27852

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>123</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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**AGENCY RESPONSE**

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Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

CITY OF PRINCEVILLE  
P.O. BOX 1527  
TARBORO, NC 27886

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>124</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
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**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

- ☐ 1. **Standing Objection/Waiver of Objection.** The above-named agency hereby registers its (*check one*)
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Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

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O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF SHARPSBURG  
ATTN: ROBERT SMITH  
PO BOX 1759  
SHARPSBURG, NC 27878

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>125</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

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ADMINISTRATIVE OFFICE OF THE COURTS

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PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

CENTERPOINT HUMAN SERVICES  
DRUG COURT/CHAD SWICEGOOD  
4801 EAST INDEPENDENCE BLVD #1000  
CHARLOTTE, NC 28212

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>126</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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ADMINISTRATIVE OFFICE OF THE COURTS

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O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF KERNERSVILLE  
134 EAST MOUNTAIN STREET  
KERNERSVILLE, NC 27284

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>127</sup>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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**AGENCY RESPONSE**

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- ☐ 1. **Standing Objection/Waiver of Objection.** The above-named agency hereby registers its (*check one*)
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- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
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Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

WINSTON-SALEM POLICE DEPT.  
725 NORTH CHERRY ST.  
WINSTON-SALEM, NC 27101

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>128</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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<sup>128</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

LEWISVILLE TOWN HALL  
PO BOX 547  
LEWISVILLE, NC 27023

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

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April 20, 2025

WSPD LAB  
725 N. CHERRY ST.  
WINSTON-SALEM, NC 27101

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To Whom It May Concern—

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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ADMINISTRATIVE OFFICE OF THE COURTS

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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

FRANKLIN CO ACCOUNTANT  
113 MARKET STREET  
LOUISBURG, NC 27549

Re: Notice to Government Entities Receiving Court Costs and Fines

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Name And Address Of Submitting Agency (type or print)

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STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

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110 W NASH STREET  
LOUISBURG, NC 27549

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Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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<sup>133</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
NCAOC – Office of General Counsel  
Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

- ☐ 1. **Standing Objection/Waiver of Objection.** The above-named agency hereby registers its (*check one*)
- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
- ☐ b. lack of objection to any waiver or remission, for which the agency defers to the court's discretion.
- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
- ☐ b. **Continued/Resumed.** The agency wishes to continue receiving mailed notices, or to resume receipt of notices for which receipt was previously discontinued.

Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

YOUNGSVILLE POLICE DEPT  
P.O. BOX 190  
YOUNGSVILLE, NC 27596

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>134</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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**AGENCY RESPONSE**

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Signature		Date
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Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

BUNN POLICE DEPT  
P.O. BOX 398  
BUNN, NC 27508

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>135</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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**AGENCY RESPONSE**

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Firm Name (if applicable)	Address (if different from above)	
Telephone No.		





ADMINISTRATIVE OFFICE OF THE COURTS

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GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

ZEBULON POLICE DEPARTMENT  
1001 N. ARENDELL AVENUE  
ZEBULON, NC 27597

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>136</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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**AGENCY RESPONSE**

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Signature		Date
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ADMINISTRATIVE OFFICE OF THE COURTS

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GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

HENDERSON POLICE DEPT  
200 BRECKENBRIDGE ST  
HENDERSON, NC 27536

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>137</sup>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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O 919-890-1300  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

GASTON CO FINANCE  
PO BOX 1578  
GASTONIA, NC 28053

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

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Name And Address Of Submitting Agency (type or print)

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STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

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- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
- ☐ b. lack of objection to any waiver or remission, for which the agency defers to the court's discretion.
- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
- ☐ b. **Continued/Resumed.** The agency wishes to continue receiving mailed notices, or to resume receipt of notices for which receipt was previously discontinued.

Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

CITY OF BESSEMER CITY  
132 W VIRGINIA AVE  
BESSEMER CITY, NC 28016

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>139</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

In the interest of providing both (i) an efficient mechanism for government entities to express their preferences on such waivers without appearing in court and (ii) a single resource that trial court officials may consult about each entity’s position, the NCAOC will maintain a statewide registry of entity responses generated from the form on the back of this notice. The registry is available online at: <http://nccourts.org/costwaiver>

Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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<sup>139</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.



Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
NCAOC – Office of General Counsel  
Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

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Signature		Date
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Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

CITY OF CHERRYVILLE  
116 S. MAIN ST  
CHERRYVILLE, NC 28021

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>140</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
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**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

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- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
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Signature		Date
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Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF RANLO  
1624 SPENCER MOUNTAIN ROAD  
GASTONIA, NC 28054

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>141</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

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<sup>141</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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PO Box 2448  
Raleigh, NC 27602  
Email Address:  
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**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

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- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
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- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
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Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF DALLAS  
210 N. HOLLAND STREET  
ATTN: MARIA STROUPE  
DALLAS, NC 28034

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>142</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

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<sup>142</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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3. Return completed forms with ink signature via mail or email to:  
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Attn: Court Cost Waiver Standing Response  
PO Box 2448  
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**AGENCY RESPONSE**

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ADMINISTRATIVE OFFICE OF THE COURTS

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PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

CITY OF LOWELL  
101 W. FIRST STREET  
LOWELL, NC 28098

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>143</sup>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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ADMINISTRATIVE OFFICE OF THE COURTS

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F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

CITY OF MOUNT HOLLY  
131 SOUTH MAIN ST  
MT HOLLY, NC 28120

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>144</sup>

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Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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<sup>144</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
NCAOC – Office of General Counsel  
Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

- ☐ 1. **Standing Objection/Waiver of Objection.** The above-named agency hereby registers its (*check one*)
- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
- ☐ b. lack of objection to any waiver or remission, for which the agency defers to the court's discretion.
- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
- ☐ b. **Continued/Resumed.** The agency wishes to continue receiving mailed notices, or to resume receipt of notices for which receipt was previously discontinued.

Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF STANLEY  
P.O. BOX 279  
STANLEY, NC 28164

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>145</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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**AGENCY RESPONSE**

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Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
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PO BOX 2448, RALEIGH, NC 27602  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF MCADENVILLE  
P.O. BOX 9  
MCADENVILLE, NC 28101

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>146</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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**AGENCY RESPONSE**

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Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

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GENERAL COUNSEL

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O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

KINGS MOUNTAIN POLICE DEPT.  
P.O. BOX 7  
KINGS MOUNTAIN, NC 28086

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>147</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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**AGENCY RESPONSE**

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ADMINISTRATIVE OFFICE OF THE COURTS

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O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

GATES CO TREASURER  
Attn: Kimberly Outland  
P.O. BOX 148  
GATESVILLE, NC 27938

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>148</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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ADMINISTRATIVE OFFICE OF THE COURTS

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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

GRAHAM COUNTY  
12 N. Main Street  
ROBBINSVILLE, NC 28771

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

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**AGENCY RESPONSE**

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- ☐ 1. **Standing Objection/Waiver of Objection.** The above-named agency hereby registers its (*check one*)
- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
- ☐ b. lack of objection to any waiver or remission, for which the agency defers to the court's discretion.
- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
- ☐ b. **Continued/Resumed.** The agency wishes to continue receiving mailed notices, or to resume receipt of notices for which receipt was previously discontinued.

Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		





ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

GRAHAM CO. BOARD OF EDUCATION  
52 MOOSE BRANCH ROAD  
ROBBINSVILLE, NC 28771

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>150</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

In the interest of providing both (i) an efficient mechanism for government entities to express their preferences on such waivers without appearing in court and (ii) a single resource that trial court officials may consult about each entity’s position, the NCAOC will maintain a statewide registry of entity responses generated from the form on the back of this notice. The registry is available online at: <http://nccourts.org/costwaiver>

Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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<sup>150</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
NCAOC – Office of General Counsel  
Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

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Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

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O 919-890-1300  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

CITY OF OXFORD  
PO BOX 506  
OXFORD, NC 27565

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>151</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF STOVALL  
CITY HALL  
107 MAIN STREET  
STOVALL, NC 27582

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>152</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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**AGENCY RESPONSE**

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ADMINISTRATIVE OFFICE OF THE COURTS

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GENERAL COUNSEL

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O 919-890-1300  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF STEM  
TOWN CLERK  
PO BOX 88  
STEM, NC 27581

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>153</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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ADMINISTRATIVE OFFICE OF THE COURTS

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O 919-890-1300  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

GREENE CO TREASURER  
229 KINGOLD BLVD., SUITE D  
SNOW HILL, NC 28580

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>154</sup>

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Name And Address Of Submitting Agency (type or print)

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STANDING RESPONSE TO WAIVER / REMISSION  
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G.S. 7A-304(a)

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April 20, 2025

SNOW HILL POLICE DEPARTMENT  
TOWN OF SNOW HILL  
P.O. BOX 247  
SNOW HILL, NC 28580-0247

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

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Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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<sup>155</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
NCAOC – Office of General Counsel  
Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

- ☐ 1. **Standing Objection/Waiver of Objection.** The above-named agency hereby registers its (*check one*)
- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
- ☐ b. lack of objection to any waiver or remission, for which the agency defers to the court's discretion.
- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
- ☐ b. **Continued/Resumed.** The agency wishes to continue receiving mailed notices, or to resume receipt of notices for which receipt was previously discontinued.

Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

GUILFORD CO TREASURER  
ATT: FINANCE DEPT  
201 S GREENE STREET  
GREENSBORO, NC 27401

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>156</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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**AGENCY RESPONSE**

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Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		





ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF ENFIELD  
121 SOUTHEAST RAILROAD ST  
ENFIELD, NC 27823

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>157</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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**AGENCY RESPONSE**

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Signature		Date
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Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

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GENERAL COUNSEL

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O 919-890-1300  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF SCOTLAND NECK  
1310 MAIN ST  
SCOTLAND NECK, NC 27874

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>158</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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**AGENCY RESPONSE**

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Signature		Date
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ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF LITTLETON  
PO BOX 87  
LITTLETON, NC 27850

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>159</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF LILLINGTON  
PO BOX 296  
LILLINGTON, NC 27546

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>160</sup>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

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- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
- ☐ b. lack of objection to any waiver or remission, for which the agency defers to the court's discretion.
- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
- ☐ b. **Continued/Resumed.** The agency wishes to continue receiving mailed notices, or to resume receipt of notices for which receipt was previously discontinued.

Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

CITY OF ERWIN  
100 W. F STREET  
ERWIN, NC 28339

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>161</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

In the interest of providing both (i) an efficient mechanism for government entities to express their preferences on such waivers without appearing in court and (ii) a single resource that trial court officials may consult about each entity’s position, the NCAOC will maintain a statewide registry of entity responses generated from the form on the back of this notice. The registry is available online at: <http://nccourts.org/costwaiver>

Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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<sup>161</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
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NCAOC – Office of General Counsel  
Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

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ADMINISTRATIVE OFFICE OF THE COURTS

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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF ANGIER  
TOWN HALL  
PO BOX 278  
ANGIER, NC 27501

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>162</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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**AGENCY RESPONSE**

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Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

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F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF BENSON  
PO BOX 69  
BENSON, NC 27504

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>163</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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**AGENCY RESPONSE**

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Signature		Date
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Telephone No.		





ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

RALEIGH POLICE DEPARTMENT  
6716 SIX FORKS RD  
RALEIGH, NC 27615

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>164</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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**AGENCY RESPONSE**

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ADMINISTRATIVE OFFICE OF THE COURTS

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April 20, 2025

SURF CITY POLICE DEPARTMENT  
214 W. FLORENCE WAY  
HAMPSTEAD, NC 28443

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

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Name And Address Of Submitting Agency (type or print)

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STANDING RESPONSE TO WAIVER / REMISSION  
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G.S. 7A-304(a)

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April 20, 2025

TOWN OF CANTON  
58 PARK STREET  
CANTON, NC 28716

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

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Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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<sup>166</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
NCAOC – Office of General Counsel  
Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
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**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

- ☐ 1. **Standing Objection/Waiver of Objection.** The above-named agency hereby registers its (*check one*)
- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
- ☐ b. lack of objection to any waiver or remission, for which the agency defers to the court's discretion.
- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
- ☐ b. **Continued/Resumed.** The agency wishes to continue receiving mailed notices, or to resume receipt of notices for which receipt was previously discontinued.

Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF MAGGIE VALLEY  
TOWN HALL  
3987 SOCO ROAD  
MAGGIE VALLEY, NC 28751

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>167</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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**AGENCY RESPONSE**

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Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

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O 919-890-1300  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF LAUREL PARK  
441 WHITE PINE DRIVE  
LAUREL PARK, NC 28739

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>168</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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**AGENCY RESPONSE**

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Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

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O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

FLETCHER POLICE DEPARTMENT  
ATTENTION: CANDY JONES  
300 OLD CANE CREEK ROAD  
FLETCHER, NC 28732

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>169</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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PO Box 2448  
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**AGENCY RESPONSE**

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ADMINISTRATIVE OFFICE OF THE COURTS

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O 919-890-1300  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

HERTFORD CO TREASURER  
HERTFORD COUNTY FINANCE OFFICE  
115 JUSTICE DRIVE, SUITE 1  
WINTON, NC 27986

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>170</sup>

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Name And Address Of Submitting Agency (type or print)

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STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

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April 20, 2025

TOWN OF WINTON  
P.O. BOX 134  
WINTON, NC 27986

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STANDING RESPONSE TO WAIVER / REMISSION  
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G.S. 7A-304(a)

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**AGENCY RESPONSE**

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- ☐ 1. **Standing Objection/Waiver of Objection.** The above-named agency hereby registers its (*check one*)
- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
- ☐ b. lack of objection to any waiver or remission, for which the agency defers to the court's discretion.
- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
- ☐ b. **Continued/Resumed.** The agency wishes to continue receiving mailed notices, or to resume receipt of notices for which receipt was previously discontinued.

Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF MURFREESBORO  
P.O. BOX 6  
MURFREESBORO, NC 27855

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>172</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

In the interest of providing both (i) an efficient mechanism for government entities to express their preferences on such waivers without appearing in court and (ii) a single resource that trial court officials may consult about each entity’s position, the NCAOC will maintain a statewide registry of entity responses generated from the form on the back of this notice. The registry is available online at: <http://nccourts.org/costwaiver>

Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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<sup>172</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
NCAOC – Office of General Counsel  
Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

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Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

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April 20, 2025

HOKE CO FINANCE DEPT  
227 NORTH MAIN STREET  
RAEFORD, NC 28376

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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**AGENCY RESPONSE**

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ADMINISTRATIVE OFFICE OF THE COURTS

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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

HOKE CO BOARD OF EDUCATION  
P O BOX 370  
RAEFORD, NC 28376

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>174</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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Attn: Court Cost Waiver Standing Response  
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**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

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ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

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O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

HOKE COUNTY FINANCE DEPT  
P O BOX 210  
RAEFORD, NC 28376

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>175</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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ADMINISTRATIVE OFFICE OF THE COURTS

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April 20, 2025

CITY OF RAEFORD  
315 N MAIN ST  
RAEFORD, NC 28376

Re: Notice to Government Entities Receiving Court Costs and Fines

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Name And Address Of Submitting Agency (type or print)

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April 20, 2025

HYDE CO TREASURER  
HYDE COUNTY COURTHOUSE  
P.O. BOX 337  
SWAN QUARTER, NC 27885

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

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<sup>177</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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NCAOC – Office of General Counsel  
Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
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**AGENCY RESPONSE**

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- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
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Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		





ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

JACKSON CO FINANCE OFFICE  
401 GRINDSTAFF COVE ROAD, SUITE 104  
SYLVA, NC 28779

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>178</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF SYLVA  
83 ALLEN STREET  
MUNICIPAL HALL  
SYLVA, NC 28779

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To Whom It May Concern—

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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ADMINISTRATIVE OFFICE OF THE COURTS

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O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

JOHNSTON CO TREASURER  
PO BOX 1049  
SMITHFIELD, NC 27577

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

JOHNSTON CO.BRD.OF EDUCATION  
P.O. BOX 1336  
SMITHFIELD, NC 27577

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STANDING RESPONSE TO WAIVER / REMISSION  
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G.S. 7A-304(a)

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April 20, 2025

TOWN OF SELMA  
114 NORTH RAIFORD ST  
SELMA, NC 27576

Re: Notice to Government Entities Receiving Court Costs and Fines

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STANDING RESPONSE TO WAIVER / REMISSION  
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**AGENCY RESPONSE**

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- ☐ 1. **Standing Objection/Waiver of Objection.** The above-named agency hereby registers its (*check one*)
- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
- ☐ b. lack of objection to any waiver or remission, for which the agency defers to the court's discretion.
- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
- ☐ b. **Continued/Resumed.** The agency wishes to continue receiving mailed notices, or to resume receipt of notices for which receipt was previously discontinued.

Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF BENSON  
P O BOX 69  
BENSON, NC 27504

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>183</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

In the interest of providing both (i) an efficient mechanism for government entities to express their preferences on such waivers without appearing in court and (ii) a single resource that trial court officials may consult about each entity’s position, the NCAOC will maintain a statewide registry of entity responses generated from the form on the back of this notice. The registry is available online at: <http://nccourts.org/costwaiver>

Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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<sup>183</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
NCAOC – Office of General Counsel  
Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

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- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
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Signature		Date
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Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF FOUR OAKS  
P O BOX 610  
FOUR OAKS, NC 27524

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>184</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

In the interest of providing both (i) an efficient mechanism for government entities to express their preferences on such waivers without appearing in court and (ii) a single resource that trial court officials may consult about each entity’s position, the NCAOC will maintain a statewide registry of entity responses generated from the form on the back of this notice. The registry is available online at: <http://nccourts.org/costwaiver>

Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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<sup>184</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
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Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

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- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
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Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		





ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
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F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF KENLY  
P O BOX 519  
KENLY, NC 27542

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>185</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

In the interest of providing both (i) an efficient mechanism for government entities to express their preferences on such waivers without appearing in court and (ii) a single resource that trial court officials may consult about each entity’s position, the NCAOC will maintain a statewide registry of entity responses generated from the form on the back of this notice. The registry is available online at: <http://nccourts.org/costwaiver>

Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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<sup>185</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
NCAOC – Office of General Counsel  
Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

- ☐ 1. **Standing Objection/Waiver of Objection.** The above-named agency hereby registers its (*check one*)
- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
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- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
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Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF WILSON'S MILLS  
P O BOX 448  
WILSON'S MILLS, NC 27593

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>186</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

In the interest of providing both (i) an efficient mechanism for government entities to express their preferences on such waivers without appearing in court and (ii) a single resource that trial court officials may consult about each entity’s position, the NCAOC will maintain a statewide registry of entity responses generated from the form on the back of this notice. The registry is available online at: <http://nccourts.org/costwaiver>

Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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<sup>186</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
NCAOC – Office of General Counsel  
Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
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**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

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Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

RALEIGH POLICE DEPT  
PO BOX 590  
RALEIGH, NC 27602

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>187</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

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O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

COATS POLICE DEPT  
PO BOX 675  
COATS, NC 27521

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>188</sup>

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Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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<sup>188</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.



Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
NCAOC – Office of General Counsel  
Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

- ☐ 1. **Standing Objection/Waiver of Objection.** The above-named agency hereby registers its (*check one*)
- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
- ☐ b. lack of objection to any waiver or remission, for which the agency defers to the court's discretion.
- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
- ☐ b. **Continued/Resumed.** The agency wishes to continue receiving mailed notices, or to resume receipt of notices for which receipt was previously discontinued.

Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

DUNN POLICE DEPARTMENT  
401 EAST BROAD ST  
DUNN, NC 28334-4924

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>189</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

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<sup>189</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

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- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
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Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

SANFORD POLICE DEPT  
PO BOX 3729  
SANFORD, NC 27331

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>190</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

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Signature		Date
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Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

GOLDSBORO POLICE DEPT  
204 S CENTER ST  
GOLDSBORO, NC 27530

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>191</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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Attn: Court Cost Waiver Standing Response  
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**AGENCY RESPONSE**

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Signature		Date
Counsel Name (type or print)	Title	Bar No.
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Telephone No.		





ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF MAYSVILLE  
PO BOX 265  
MAYSVILLE, NC 28555

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>192</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF POLLOCKSVILLE  
PO BOX 97  
POLLOCKSVILLE, NC 28573

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>193</sup>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

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Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

- ☐ 1. **Standing Objection/Waiver of Objection.** The above-named agency hereby registers its (*check one*)
- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
- ☐ b. lack of objection to any waiver or remission, for which the agency defers to the court's discretion.
- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
- ☐ b. **Continued/Resumed.** The agency wishes to continue receiving mailed notices, or to resume receipt of notices for which receipt was previously discontinued.

Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

LEE CO FINANCE OFFICE  
P O BOX 1968  
SANFORD, NC 27330

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>194</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

In the interest of providing both (i) an efficient mechanism for government entities to express their preferences on such waivers without appearing in court and (ii) a single resource that trial court officials may consult about each entity’s position, the NCAOC will maintain a statewide registry of entity responses generated from the form on the back of this notice. The registry is available online at: <http://nccourts.org/costwaiver>

Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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<sup>194</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
NCAOC – Office of General Counsel  
Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

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Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

CITY OF SANFORD  
225 E. WEATHERSPOON ST.  
SANFORD, NC 27331-3729

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>195</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
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Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

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Signature		Date
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Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

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GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

BROADWAY POLICE DEPT.  
P.O. BOX 130  
BROADWAY, NC 27505

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>196</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

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<sup>196</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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3. Return completed forms with ink signature via mail or email to:  
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Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

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- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
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Signature		Date
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Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

KINSTON PUBLIC SAFETY  
P.O. BOX 339  
KINSTON, NC 28501

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>197</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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PO Box 2448  
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**AGENCY RESPONSE**

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Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF LA GRANGE  
C/O KYLE DE HAVEN  
P O BOX 368  
LA GRANGE, NC 28551

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>198</sup>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

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ADMINISTRATIVE OFFICE OF THE COURTS

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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

GRIFTON POLICE DEPT  
P O BOX 579  
GRIFTON, NC 28530

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>199</sup>

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Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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<sup>199</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
NCAOC – Office of General Counsel  
Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

- ☐ 1. **Standing Objection/Waiver of Objection.** The above-named agency hereby registers its (*check one*)
- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
- ☐ b. lack of objection to any waiver or remission, for which the agency defers to the court's discretion.
- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
- ☐ b. **Continued/Resumed.** The agency wishes to continue receiving mailed notices, or to resume receipt of notices for which receipt was previously discontinued.

Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

COUNTY OF LINCOLN  
ATTN: FINANCE DEPT.  
115 WEST MAIN STREET  
LINCOLNTON, NC 28092

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>200</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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**AGENCY RESPONSE**

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Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
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PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

LINCOLN COUNTY SCHOOLS  
ATTN: STEVE ZICKEFOOSE, FINANCE  
P O BOX 400  
LINCOLNTON, NC 28093

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>201</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

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Signature		Date
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Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

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GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

MACON CO TREASURER  
MACON COUNTY COURTHOUSE  
P.O. BOX 288  
FRANKLIN, NC 28744

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>202</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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PO Box 2448  
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**AGENCY RESPONSE**

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ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
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PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF FRANKLIN  
FOR: POLICE DEPARTMENT  
PO BOX 1479  
FRANKLIN, NC 28734

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>203</sup>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

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ADMINISTRATIVE OFFICE OF THE COURTS

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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF HIGHLANDS  
POLICE DEPARTMENT  
PO BOX 1718  
HIGHLANDS, NC 28741

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>204</sup>

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Name And Address Of Submitting Agency (type or print)

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STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

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**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

- ☐ 1. **Standing Objection/Waiver of Objection.** The above-named agency hereby registers its (*check one*)
- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
- ☐ b. lack of objection to any waiver or remission, for which the agency defers to the court's discretion.
- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
- ☐ b. **Continued/Resumed.** The agency wishes to continue receiving mailed notices, or to resume receipt of notices for which receipt was previously discontinued.

Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

MADISON CO TREASURER  
107 ELIZABETH LANE  
MARSHALL, NC 28753

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>205</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

In the interest of providing both (i) an efficient mechanism for government entities to express their preferences on such waivers without appearing in court and (ii) a single resource that trial court officials may consult about each entity’s position, the NCAOC will maintain a statewide registry of entity responses generated from the form on the back of this notice. The registry is available online at: <http://nccourts.org/costwaiver>

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<sup>205</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
NCAOC – Office of General Counsel  
Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

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Signature		Date
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Firm Name (if applicable)	Address (if different from above)	
Telephone No.		





ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

MADISON CO PUBLIC SCHOOLS  
5738 US HWY 25/70  
MARSHALL, NC 28753

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

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By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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**AGENCY RESPONSE**

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Signature		Date
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Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

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April 20, 2025

MARSHALL POLICE DEPARTMENT  
C/O TOWN OF MARSHALL  
PO BOX 548  
MARSHALL, NC 28753

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>207</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

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Signature		Date
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Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF HOT SPRINGS  
POLICE DEPT.C/O DAVID SHELTON  
186 BRIDGE STREET  
HOT SPRINGS, NC 28743

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>208</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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ADMINISTRATIVE OFFICE OF THE COURTS

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O 919-890-1300  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF ROBERSONVILLE  
109 South Main Street  
ROBERSONVILLE, NC 27871

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>209</sup>

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Name And Address Of Submitting Agency (type or print)

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STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

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ADMINISTRATIVE OFFICE OF THE COURTS

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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF OAK CITY  
PO BOX 298  
OAK CITY, NC 27857

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>210</sup>

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Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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<sup>210</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
NCAOC – Office of General Counsel  
Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

- ☐ 1. **Standing Objection/Waiver of Objection.** The above-named agency hereby registers its (*check one*)
- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
- ☐ b. lack of objection to any waiver or remission, for which the agency defers to the court's discretion.
- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
- ☐ b. **Continued/Resumed.** The agency wishes to continue receiving mailed notices, or to resume receipt of notices for which receipt was previously discontinued.

Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF HAMILTON  
PO BOX 249  
HAMILTON, NC 27840

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>211</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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**AGENCY RESPONSE**

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Signature		Date
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Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

MCDOWELL CO FINANCE OFFICER  
25 W. Fort St  
MARION, NC 28752

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>212</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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**AGENCY RESPONSE**

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ADMINISTRATIVE OFFICE OF THE COURTS

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O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

CITY OF MARION  
P O DRAWER 700  
MARION, NC 28752

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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ADMINISTRATIVE OFFICE OF THE COURTS

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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF OLD FORT  
38 CATAWBA AVE  
OLD FORT, NC 28762

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

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April 20, 2025

MECKLENBURG CO TREASURER  
FINANCE DEPARTMENT  
600 EAST 4TH STREET  
CHARLOTTE, NC 28202

Re: Notice to Government Entities Receiving Court Costs and Fines

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Name And Address Of Submitting Agency (type or print)

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STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

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- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
- ☐ b. lack of objection to any waiver or remission, for which the agency defers to the court's discretion.
- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
- ☐ b. **Continued/Resumed.** The agency wishes to continue receiving mailed notices, or to resume receipt of notices for which receipt was previously discontinued.

Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

MECKLENBURG CO SHERIFF DEPT  
832 EAST 4TH STREET  
COURIER: 05-20-45  
CHARLOTTE, NC 28202

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>216</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

In the interest of providing both (i) an efficient mechanism for government entities to express their preferences on such waivers without appearing in court and (ii) a single resource that trial court officials may consult about each entity’s position, the NCAOC will maintain a statewide registry of entity responses generated from the form on the back of this notice. The registry is available online at: <http://nccourts.org/costwaiver>

Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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<sup>216</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.



Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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3. Return completed forms with ink signature via mail or email to:  
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Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
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**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

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Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
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PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF MATTHEWS  
232 MATTHEWS STATION STREET  
MATTHEWS, NC 28105-6713

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>217</sup>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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**AGENCY RESPONSE**

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ADMINISTRATIVE OFFICE OF THE COURTS

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O 919-890-1300  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

CITY OF CHARLOTTE  
POST OFFICE BOX 31032  
CHARLOTTE, NC 28237

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>218</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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**AGENCY RESPONSE**

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Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

STALLINGS POLICE DEPARTMENT  
315 STALLINGS ROAD  
STALLINGS, NC 28104

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>219</sup>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

CITY OF CHARLOTTE  
CMPD FISCAL AFFAIRS DIVISION  
601 EAST TRADE STREET  
CHARLOTTE, NC 28202

Re: Notice to Government Entities Receiving Court Costs and Fines

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Name And Address Of Submitting Agency (type or print)

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STANDING RESPONSE TO WAIVER / REMISSION  
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G.S. 7A-304(a)

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April 20, 2025

MITCHELL CO TREASURER  
26 CRIMSON LAUREL CIRCLE, SUITE 3  
BAKERSVILLE, NC 28705

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Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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<sup>221</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
NCAOC – Office of General Counsel  
Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

- ☐ 1. **Standing Objection/Waiver of Objection.** The above-named agency hereby registers its (*check one*)
- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
- ☐ b. lack of objection to any waiver or remission, for which the agency defers to the court's discretion.
- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
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Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

BAKERSVILLE POLICE DEPT  
PO BOX 53  
BAKERSVILLE, NC 28705

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>222</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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**AGENCY RESPONSE**

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Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

MONTGOMERY FINANCE OFFICE  
P.O. BOX 425  
TROY, NC 27371

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>223</sup>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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**AGENCY RESPONSE**

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Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

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O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

MONTGOMERY CO FINANCE OFFICE  
FOR MONTG CO GEN SCHOOL FUND  
PO BOX 425  
TROY, NC 27371

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>224</sup>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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ADMINISTRATIVE OFFICE OF THE COURTS

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PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF TROY  
315 N MAIN STREET  
ATTN: CATHY MANESS  
TROY, NC 27371

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>225</sup>

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Name And Address Of Submitting Agency (type or print)

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STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

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ADMINISTRATIVE OFFICE OF THE COURTS

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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF CANDOR  
PO BOX 220  
CANDOR, NC 27229

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

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Name And Address Of Submitting Agency (type or print)

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STANDING RESPONSE TO WAIVER / REMISSION  
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G.S. 7A-304(a)

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- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
- ☐ b. lack of objection to any waiver or remission, for which the agency defers to the court's discretion.
- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
- ☐ b. **Continued/Resumed.** The agency wishes to continue receiving mailed notices, or to resume receipt of notices for which receipt was previously discontinued.

Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		





ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF MOUNT GILEAD  
110 WEST ALLENTON STREET  
PO BOX 325  
MT GILEAD, NC 27306

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>227</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

In the interest of providing both (i) an efficient mechanism for government entities to express their preferences on such waivers without appearing in court and (ii) a single resource that trial court officials may consult about each entity’s position, the NCAOC will maintain a statewide registry of entity responses generated from the form on the back of this notice. The registry is available online at: <http://nccourts.org/costwaiver>

Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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<sup>227</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
NCAOC – Office of General Counsel  
Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

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- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
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Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF STAR  
PO BOX 97  
STAR, NC 27356

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>228</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

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<sup>228</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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PO Box 2448  
Raleigh, NC 27602  
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Waiver.Response@nccourts.org
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**AGENCY RESPONSE**

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Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

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GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

MOORE CO TREASURER  
MOORE COUNTY COURTHOUSE  
P. O. BOX 905  
CARTHAGE, NC 28327

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>229</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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3. Return completed forms with ink signature via mail or email to:  
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Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
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**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

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- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
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Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

MOORE CO SCHOOL FUND  
PO BOX 1180  
CARTHAGE, NC 28327

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>230</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

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<sup>230</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.



Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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Attn: Court Cost Waiver Standing Response  
PO Box 2448  
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**AGENCY RESPONSE**

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Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF ROBBINS  
101 N Middleton St  
ROBBINS, NC 27325

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>231</sup>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

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Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

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O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF SOUTHERN PINES  
125 S.E. BROAD STREET  
ATTN: BRUCE ROSENBERGER  
SOUTHERN PINES, NC 28387

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>232</sup>

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Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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<sup>232</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
NCAOC – Office of General Counsel  
Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

- ☐ 1. **Standing Objection/Waiver of Objection.** The above-named agency hereby registers its (*check one*)
- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
- ☐ b. lack of objection to any waiver or remission, for which the agency defers to the court's discretion.
- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
- ☐ b. **Continued/Resumed.** The agency wishes to continue receiving mailed notices, or to resume receipt of notices for which receipt was previously discontinued.

Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF ABERDEEN  
P O BOX 785  
ABERDEEN, NC 28315

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>233</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

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<sup>233</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

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Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		





ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

VILLAGE OF FOXFIRE  
#1 TOWN HALL DRIVE  
FOXFIRE VILLAGE, NC 27281

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>234</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

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Signature		Date
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Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF PINEBLUFF  
325 E BALTIMORE AVENUE  
PINEBLUFF, NC 28373

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>235</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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**AGENCY RESPONSE**

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Signature		Date
Counsel Name (type or print)	Title	Bar No.
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Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF TAYLORTOWN  
8350 MAIN ST  
TAYLORTOWN, NC 27376

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>236</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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**AGENCY RESPONSE**

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ADMINISTRATIVE OFFICE OF THE COURTS

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O 919-890-1300  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

SEVEN LAKES LANDOWNERS ASSOC  
501 SEVEN LAKES N.  
WEST END, NC 27376

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>237</sup>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

- ☐ 1. **Standing Objection/Waiver of Objection.** The above-named agency hereby registers its (*check one*)
- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
- ☐ b. lack of objection to any waiver or remission, for which the agency defers to the court's discretion.
- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
- ☐ b. **Continued/Resumed.** The agency wishes to continue receiving mailed notices, or to resume receipt of notices for which receipt was previously discontinued.

Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

MOORE COUNTY SCHOOLS SPECIAL  
POLICE ATTN:Rodney Hardy  
PO BOX 1180  
CARTHAGE, NC 28327

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>238</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

In the interest of providing both (i) an efficient mechanism for government entities to express their preferences on such waivers without appearing in court and (ii) a single resource that trial court officials may consult about each entity’s position, the NCAOC will maintain a statewide registry of entity responses generated from the form on the back of this notice. The registry is available online at: <http://nccourts.org/costwaiver>

Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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<sup>238</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
NCAOC – Office of General Counsel  
Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

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Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

NASH CO TREASURER  
ADMIN BLDG/FINANCE DEPT.  
120 W WASHINGTON ST./SUITE 3072  
NASHVILLE, NC 27856

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>239</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

In the interest of providing both (i) an efficient mechanism for government entities to express their preferences on such waivers without appearing in court and (ii) a single resource that trial court officials may consult about each entity’s position, the NCAOC will maintain a statewide registry of entity responses generated from the form on the back of this notice. The registry is available online at: <http://nccourts.org/costwaiver>

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<sup>239</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
NCAOC – Office of General Counsel  
Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

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- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
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Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

CITY OF ROCKY MOUNT  
331 S. FRANKLIN ST.  
PO BOX 1180  
ROCKY MOUNT, NC 27802

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>240</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

In the interest of providing both (i) an efficient mechanism for government entities to express their preferences on such waivers without appearing in court and (ii) a single resource that trial court officials may consult about each entity’s position, the NCAOC will maintain a statewide registry of entity responses generated from the form on the back of this notice. The registry is available online at: <http://nccourts.org/costwaiver>

Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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<sup>240</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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3. Return completed forms with ink signature via mail or email to:  
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Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

- ☐ 1. **Standing Objection/Waiver of Objection.** The above-named agency hereby registers its (*check one*)
- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
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- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
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Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		





ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF NASHVILLE  
P O DRAWER 987  
NASHVILLE, NC 27856

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>241</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

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<sup>241</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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NCAOC – Office of General Counsel  
Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
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**AGENCY RESPONSE**

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Signature		Date
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Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF BAILEY  
P O BOX 40  
BAILEY, NC 27807

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>242</sup>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF MIDDLESEX  
P O BOX 69  
MIDDLESEX, NC 27557

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>243</sup>

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Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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<sup>243</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
NCAOC – Office of General Counsel  
Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

- ☐ 1. **Standing Objection/Waiver of Objection.** The above-named agency hereby registers its (*check one*)
- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
- ☐ b. lack of objection to any waiver or remission, for which the agency defers to the court's discretion.
- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
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Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF SPRING HOPE  
PO BOX 87  
SPRING HOPE, NC 27882

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>244</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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**AGENCY RESPONSE**

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Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
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O 919-890-1300  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF SHARPSBURG  
P O BOX 1759  
SHARPSBURG, NC 27878

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>245</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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**AGENCY RESPONSE**

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Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

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O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

NEW HANOVER CO TREASURER  
230 GOVERNMENT CTR DRIVE, SUITE 165  
WILMINGTON, NC 28403

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>246</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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ADMINISTRATIVE OFFICE OF THE COURTS

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O 919-890-1300  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

BOARD OF EDUCATION;N.H.CO.  
FINES AND FORFEITURES  
6410 CAROLINA BEACH RD  
WILMINGTON, NC 28412

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>247</sup>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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April 20, 2025

CITY OF WILMINGTON  
PO BOX 1810  
WILMINGTON, NC 28402

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

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Name And Address Of Submitting Agency (type or print)

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STANDING RESPONSE TO WAIVER / REMISSION  
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G.S. 7A-304(a)

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**AGENCY RESPONSE**

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- ☐ 1. **Standing Objection/Waiver of Objection.** The above-named agency hereby registers its (*check one*)
- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
- ☐ b. lack of objection to any waiver or remission, for which the agency defers to the court's discretion.
- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
- ☐ b. **Continued/Resumed.** The agency wishes to continue receiving mailed notices, or to resume receipt of notices for which receipt was previously discontinued.

Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF KURE BEACH  
117 SETTLERS LANE  
KURE BEACH, NC 28449-3943

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>249</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

In the interest of providing both (i) an efficient mechanism for government entities to express their preferences on such waivers without appearing in court and (ii) a single resource that trial court officials may consult about each entity’s position, the NCAOC will maintain a statewide registry of entity responses generated from the form on the back of this notice. The registry is available online at: <http://nccourts.org/costwaiver>

Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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<sup>249</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
NCAOC – Office of General Counsel  
Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

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Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

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GENERAL COUNSEL

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O 919-890-1300  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

WILMINGTON POLICE DEPT  
CRIME LAB  
615 BESS STREET  
WILMINGTON, NC 28401

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>250</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
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**AGENCY RESPONSE**

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Signature		Date
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ADMINISTRATIVE OFFICE OF THE COURTS

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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

NORTHAMPTON FINANCE OFFICE  
P O BOX 278  
JACKSON, NC 27845

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>251</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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Attn: Court Cost Waiver Standing Response  
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Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
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**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

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Signature		Date
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Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF GARYSBURG  
P.O. BOX 278  
GARYSBURG, NC 27831

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>252</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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**AGENCY RESPONSE**

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ADMINISTRATIVE OFFICE OF THE COURTS

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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF JACKSON  
P.O. BOX 614  
JACKSON, NC 27845

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>253</sup>

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Name And Address Of Submitting Agency (type or print)

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STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

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April 20, 2025

TOWN OF SEABOARD  
P.O. BOX 327  
SEABOARD, NC 27876

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>254</sup>

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Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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<sup>254</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
NCAOC – Office of General Counsel  
Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

- ☐ 1. **Standing Objection/Waiver of Objection.** The above-named agency hereby registers its (*check one*)
- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
- ☐ b. lack of objection to any waiver or remission, for which the agency defers to the court's discretion.
- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
- ☐ b. **Continued/Resumed.** The agency wishes to continue receiving mailed notices, or to resume receipt of notices for which receipt was previously discontinued.

Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		





ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF SEVERN  
P.O. BOX 401  
SEVERN, NC 27877

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>255</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

In the interest of providing both (i) an efficient mechanism for government entities to express their preferences on such waivers without appearing in court and (ii) a single resource that trial court officials may consult about each entity’s position, the NCAOC will maintain a statewide registry of entity responses generated from the form on the back of this notice. The registry is available online at: <http://nccourts.org/costwaiver>

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<sup>255</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
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**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

- ☐ 1. **Standing Objection/Waiver of Objection.** The above-named agency hereby registers its (*check one*)
- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
- ☐ b. lack of objection to any waiver or remission, for which the agency defers to the court's discretion.
- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
- ☐ b. **Continued/Resumed.** The agency wishes to continue receiving mailed notices, or to resume receipt of notices for which receipt was previously discontinued.

Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF WOODLAND  
P.O. BOX 297  
WOODLAND, NC 27897

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>256</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

In the interest of providing both (i) an efficient mechanism for government entities to express their preferences on such waivers without appearing in court and (ii) a single resource that trial court officials may consult about each entity’s position, the NCAOC will maintain a statewide registry of entity responses generated from the form on the back of this notice. The registry is available online at: <http://nccourts.org/costwaiver>

Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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<sup>256</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
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**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

- ☐ 1. **Standing Objection/Waiver of Objection.** The above-named agency hereby registers its (*check one*)
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- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
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Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

CITY OF JACKSONVILLE  
PO BOX 128  
JACKSONVILLE, NC 28541

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>257</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

In the interest of providing both (i) an efficient mechanism for government entities to express their preferences on such waivers without appearing in court and (ii) a single resource that trial court officials may consult about each entity’s position, the NCAOC will maintain a statewide registry of entity responses generated from the form on the back of this notice. The registry is available online at: <http://nccourts.org/costwaiver>

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<sup>257</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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3. Return completed forms with ink signature via mail or email to:  
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Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
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4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

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- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
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Signature		Date
Counsel Name (type or print)	Title	Bar No.
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ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF RICHLANDS  
P.O. BOX 245  
RICHLANDS, NC 28574

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>258</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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**AGENCY RESPONSE**

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Signature		Date
Counsel Name (type or print)	Title	Bar No.
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Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

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O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF HOLLY RIDGE  
P.O. BOX 145  
HOLLY RIDGE, NC 28445

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>259</sup>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

- ☐ 1. **Standing Objection/Waiver of Objection.** The above-named agency hereby registers its (*check one*)
- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
- ☐ b. lack of objection to any waiver or remission, for which the agency defers to the court's discretion.
- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
- ☐ b. **Continued/Resumed.** The agency wishes to continue receiving mailed notices, or to resume receipt of notices for which receipt was previously discontinued.

Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF NORTH TOPSAIL BEACH  
POLICE DEPT/N.TOPSAIL BEACH  
2008 Loggerhead Ct  
TOPSAIL BEACH, NC 28460-9286

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>260</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

In the interest of providing both (i) an efficient mechanism for government entities to express their preferences on such waivers without appearing in court and (ii) a single resource that trial court officials may consult about each entity’s position, the NCAOC will maintain a statewide registry of entity responses generated from the form on the back of this notice. The registry is available online at: <http://nccourts.org/costwaiver>

Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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<sup>260</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
NCAOC – Office of General Counsel  
Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

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Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

CITY OF WILMINGTON  
PO BOX 1810  
WILMINGTON, NC 28402

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>261</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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<sup>261</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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Waiver.Response@nccourts.org
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**AGENCY RESPONSE**

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Firm Name (if applicable)	Address (if different from above)	
Telephone No.		





ADMINISTRATIVE OFFICE OF THE COURTS

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GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

JACKSONVILLE POLICE DEPT  
PO DRAWER 128  
JACKSONVILLE, NC 28541

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>262</sup>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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3. Return completed forms with ink signature via mail or email to:  
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Attn: Court Cost Waiver Standing Response  
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**AGENCY RESPONSE**

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Signature		Date
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Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
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F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

CITY OF CARRBORO  
301 W MAIN STREET  
CARRBORO, NC 27510

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>263</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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ADMINISTRATIVE OFFICE OF THE COURTS

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O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

MEBANE POLICE DEPT  
116 W CENTER ST  
MEBANE, NC 27302

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

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Name And Address Of Submitting Agency (type or print)

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STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

PAMLICO CO FINANCE/BUDGET  
PO BOX 776  
BAYBORO, NC 28515

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

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Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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<sup>265</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.



Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
NCAOC – Office of General Counsel  
Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

- ☐ 1. **Standing Objection/Waiver of Objection.** The above-named agency hereby registers its (*check one*)
- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
- ☐ b. lack of objection to any waiver or remission, for which the agency defers to the court's discretion.
- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
- ☐ b. **Continued/Resumed.** The agency wishes to continue receiving mailed notices, or to resume receipt of notices for which receipt was previously discontinued.

Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

PC BOARD OF EDUCATION  
507 ANDERSON DRIVE  
BAYBORO, NC 28515

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>266</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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Signature		Date
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Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
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O 919-890-1300  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

PAMLICO CO FINANCE/BUDGET  
PO BOX 776  
BAYBORO, NC 28515

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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ADMINISTRATIVE OFFICE OF THE COURTS

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O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF ORIENTAL  
PO BOX 472  
ORIENTAL, NC 28571

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

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ADMINISTRATIVE OFFICE OF THE COURTS

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O 919-890-1300  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

CITY OF ELIZABETH CITY  
ACCOUNTS PAYABLE  
P O BOX 404  
ELIZABETH CITY, NC 27909

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>269</sup>

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Name And Address Of Submitting Agency (type or print)

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STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

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April 20, 2025

CAMPUS POLICE ECSU  
1704 WEEKSVILLE ROAD  
CAMPUS BOX 929  
ELIZABETH CITY, NC 27909

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STANDING RESPONSE TO WAIVER / REMISSION  
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- ☐ 1. **Standing Objection/Waiver of Objection.** The above-named agency hereby registers its (*check one*)
- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
- ☐ b. lack of objection to any waiver or remission, for which the agency defers to the court's discretion.
- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
- ☐ b. **Continued/Resumed.** The agency wishes to continue receiving mailed notices, or to resume receipt of notices for which receipt was previously discontinued.

Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

PENDER CO TREASURER  
P.O. BOX 5  
BURGAW, NC 28425

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>271</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

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<sup>271</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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3. Return completed forms with ink signature via mail or email to:  
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Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
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ADMINISTRATIVE OFFICE OF THE COURTS

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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

PENDER CO BOARD OF ED  
925 PENDERLEA HWY  
COURIER BOX: 04 68 01  
BURGAW, NC 28425

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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April 20, 2025

TOWN OF BURGAW  
109 N WALKER ST  
BURGAW, NC 28425

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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**AGENCY RESPONSE**

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ADMINISTRATIVE OFFICE OF THE COURTS

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O 919-890-1300  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

SURF CITY POLICE DEPARTMENT  
P.O. BOX 2515  
SURF CITY, NC 28445

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>274</sup>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

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ADMINISTRATIVE OFFICE OF THE COURTS

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April 20, 2025

TOPSAIL BEACH POLICE DEPT  
812 S ANDERSON ST  
TOPSAIL BEACH, NC 28445

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April 20, 2025

PERQUIMANS CO TREASURER  
PERQUIMANS COUNTY COURTHOUSE  
P.O. BOX 337  
HERTFORD, NC 27944

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Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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<sup>276</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
NCAOC – Office of General Counsel  
Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

- ☐ 1. **Standing Objection/Waiver of Objection.** The above-named agency hereby registers its (*check one*)
- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
- ☐ b. lack of objection to any waiver or remission, for which the agency defers to the court's discretion.
- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
- ☐ b. **Continued/Resumed.** The agency wishes to continue receiving mailed notices, or to resume receipt of notices for which receipt was previously discontinued.

Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

PERQUIMANS CO FINANCE OFFICE  
P O BOX 45  
HERTFORD, NC 27944

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>277</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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**AGENCY RESPONSE**

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Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

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GENERAL COUNSEL

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O 919-890-1300  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF WINFALL  
P O BOX 275  
WINFALL, NC 27985

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>278</sup>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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**AGENCY RESPONSE**

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ADMINISTRATIVE OFFICE OF THE COURTS

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O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

ELIZABETH CITY POLICE DEPT  
P.O.BOX 347  
ELIZABETH CITY, NC 27909

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

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By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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**AGENCY RESPONSE**

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ADMINISTRATIVE OFFICE OF THE COURTS

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O 919-890-1300  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

EDENTON POLICE DEPT  
301 N OAKUM STREET  
EDENTON, NC 27932-2030

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>280</sup>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

PERSON CO TREASURER  
PERSON COUNTY COURTHOUSE  
105 S. MAIN STREET  
ROXBORO, NC 27573

Re: Notice to Government Entities Receiving Court Costs and Fines

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Name And Address Of Submitting Agency (type or print)

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STANDING RESPONSE TO WAIVER / REMISSION  
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G.S. 7A-304(a)

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**AGENCY RESPONSE**

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- ☐ 1. **Standing Objection/Waiver of Objection.** The above-named agency hereby registers its (*check one*)
- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
- ☐ b. lack of objection to any waiver or remission, for which the agency defers to the court's discretion.
- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
- ☐ b. **Continued/Resumed.** The agency wishes to continue receiving mailed notices, or to resume receipt of notices for which receipt was previously discontinued.

Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

PERSON COUNTY FINANCE DIRECT  
304 S MORGAN STREET RM 219  
ROXBORO, NC 27573

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>282</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

In the interest of providing both (i) an efficient mechanism for government entities to express their preferences on such waivers without appearing in court and (ii) a single resource that trial court officials may consult about each entity’s position, the NCAOC will maintain a statewide registry of entity responses generated from the form on the back of this notice. The registry is available online at: <http://nccourts.org/costwaiver>

Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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<sup>282</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
NCAOC – Office of General Counsel  
Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

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Signature		Date
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Firm Name (if applicable)	Address (if different from above)	
Telephone No.		





ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

CITY OF ROXBORO  
P O BOX 128  
ROXBORO, NC 27573

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>283</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

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<sup>283</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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Email Address:  
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**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

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Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

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O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

PITT COUNTY SHERIFF DEPART.  
ATTENTION: DONNA PRESTON RE LAB FEE  
P.O. BOX 6067  
GREENVILLE, NC 27835

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>284</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

In the interest of providing both (i) an efficient mechanism for government entities to express their preferences on such waivers without appearing in court and (ii) a single resource that trial court officials may consult about each entity’s position, the NCAOC will maintain a statewide registry of entity responses generated from the form on the back of this notice. The registry is available online at: <http://nccourts.org/costwaiver>

Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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3. Return completed forms with ink signature via mail or email to:  
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Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

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- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
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- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
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Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF FARMVILLE  
P.O. BOX 86  
FARMVILLE, NC 27828

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>285</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

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<sup>285</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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Attn: Court Cost Waiver Standing Response  
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**AGENCY RESPONSE**

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ADMINISTRATIVE OFFICE OF THE COURTS

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GENERAL COUNSEL

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O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF GRIFTON  
P. O. BOX 579  
GRIFTON, NC 28530

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>286</sup>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

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ADMINISTRATIVE OFFICE OF THE COURTS

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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF GRIMESLAND  
CITY HALL  
P.O. BOX 147  
GRIMESLAND, NC 27837

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>287</sup>

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Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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<sup>287</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
NCAOC – Office of General Counsel  
Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

- ☐ 1. **Standing Objection/Waiver of Objection.** The above-named agency hereby registers its (*check one*)
- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
- ☐ b. lack of objection to any waiver or remission, for which the agency defers to the court's discretion.
- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
- ☐ b. **Continued/Resumed.** The agency wishes to continue receiving mailed notices, or to resume receipt of notices for which receipt was previously discontinued.

Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF WINTERVILLE  
P. O. BOX 1459  
WINTERVILLE, NC 28590

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>288</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

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Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

VIDANT MEDICAL CENTER  
P O BOX 8447  
GREENVILLE, NC 27835-8447

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>289</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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Raleigh, NC 27602  
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Waiver.Response@nccourts.org
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**AGENCY RESPONSE**

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Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		





ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

THE VILLAGE OF SIMPSON  
SIMPSON POLICE DEPARTMENT  
P.O. BOX 10  
SIMPSON, NC 27879

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>290</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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Attn: Court Cost Waiver Standing Response  
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Raleigh, NC 27602  
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**AGENCY RESPONSE**

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Signature		Date
Counsel Name (type or print)	Title	Bar No.
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ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF FOUNTAIN  
P.O. BOX 134  
FOUNTAIN, NC 27829

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>291</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

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O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF COLUMBUS  
P.O. BOX 146  
COLUMBUS, NC 28722

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>292</sup>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

- ☐ 1. **Standing Objection/Waiver of Objection.** The above-named agency hereby registers its (*check one*)
- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
- ☐ b. lack of objection to any waiver or remission, for which the agency defers to the court's discretion.
- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
- ☐ b. **Continued/Resumed.** The agency wishes to continue receiving mailed notices, or to resume receipt of notices for which receipt was previously discontinued.

Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF TRYON  
301 N TRADE ST, STE 100  
TRYON, NC 28782

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>293</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

In the interest of providing both (i) an efficient mechanism for government entities to express their preferences on such waivers without appearing in court and (ii) a single resource that trial court officials may consult about each entity’s position, the NCAOC will maintain a statewide registry of entity responses generated from the form on the back of this notice. The registry is available online at: <http://nccourts.org/costwaiver>

Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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<sup>293</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.



Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
NCAOC – Office of General Counsel  
Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

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- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
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Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

RANDOLPH CO TREASURER  
725 MCDOWELL ROAD  
ASHEBORO, NC 27205

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>294</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

In the interest of providing both (i) an efficient mechanism for government entities to express their preferences on such waivers without appearing in court and (ii) a single resource that trial court officials may consult about each entity’s position, the NCAOC will maintain a statewide registry of entity responses generated from the form on the back of this notice. The registry is available online at: <http://nccourts.org/costwaiver>

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<sup>294</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
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Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

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- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
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Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF LIBERTY  
239 S. FAYETTEVILLE ST.  
LIBERTY, NC 27298

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>295</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

In the interest of providing both (i) an efficient mechanism for government entities to express their preferences on such waivers without appearing in court and (ii) a single resource that trial court officials may consult about each entity’s position, the NCAOC will maintain a statewide registry of entity responses generated from the form on the back of this notice. The registry is available online at: <http://nccourts.org/costwaiver>

Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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<sup>295</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
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Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

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- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
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- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
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Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

CITY OF RANDLEMAN  
204 S. MAIN ST.  
RANDLEMAN, NC 27317

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>296</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

In the interest of providing both (i) an efficient mechanism for government entities to express their preferences on such waivers without appearing in court and (ii) a single resource that trial court officials may consult about each entity’s position, the NCAOC will maintain a statewide registry of entity responses generated from the form on the back of this notice. The registry is available online at: <http://nccourts.org/costwaiver>

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<sup>296</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
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**AGENCY RESPONSE**

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Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		





ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF SEAGROVE  
P. O. BOX 119  
SEAGROVE, NC 27341

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>297</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

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O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF ARCHDALE  
P. O. BOX 14068  
ARCHDALE, NC 27263

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>298</sup>

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Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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<sup>298</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
NCAOC – Office of General Counsel  
Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
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**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

- ☐ 1. **Standing Objection/Waiver of Objection.** The above-named agency hereby registers its (*check one*)
- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
- ☐ b. lack of objection to any waiver or remission, for which the agency defers to the court's discretion.
- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
- ☐ b. **Continued/Resumed.** The agency wishes to continue receiving mailed notices, or to resume receipt of notices for which receipt was previously discontinued.

Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

AFTON C HURLEY  
112 WEST STREET  
FRANKLINVILLE, NC 27248

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>299</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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**AGENCY RESPONSE**

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Signature		Date
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Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

RICHMOND CO FINANCE OFFICE  
PO BOX 504  
ROCKINGHAM, NC 28379

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>300</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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**AGENCY RESPONSE**

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Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

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GENERAL COUNSEL

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O 919-890-1300  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF ROCKINGHAM  
514 ROCKINGHAM ROAD  
ROCKINGHAM, NC 28379

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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ADMINISTRATIVE OFFICE OF THE COURTS

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O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF ELLERBE  
P O BOX 310  
ELLERBE, NC 28338

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>302</sup>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

LAURINBURG POLICE DEPT.  
303 W. CHURCH STREET  
LAURINBURG, NC 28352

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

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Name And Address Of Submitting Agency (type or print)

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STANDING RESPONSE TO WAIVER / REMISSION  
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G.S. 7A-304(a)

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- ☐ 1. **Standing Objection/Waiver of Objection.** The above-named agency hereby registers its (*check one*)
- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
- ☐ b. lack of objection to any waiver or remission, for which the agency defers to the court's discretion.
- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
- ☐ b. **Continued/Resumed.** The agency wishes to continue receiving mailed notices, or to resume receipt of notices for which receipt was previously discontinued.

Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		





ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

WADESBORO POLICE DEPT.  
212 S. RUTHERFORD STREET  
WADESBORO, NC 28170

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>304</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

In the interest of providing both (i) an efficient mechanism for government entities to express their preferences on such waivers without appearing in court and (ii) a single resource that trial court officials may consult about each entity’s position, the NCAOC will maintain a statewide registry of entity responses generated from the form on the back of this notice. The registry is available online at: <http://nccourts.org/costwaiver>

Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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<sup>304</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
NCAOC – Office of General Counsel  
Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

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Signature		Date
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Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

ROBESON COUNTY SCHOOL FUND  
FINES & FORFEITURES  
701 NORTH ELM ST  
LUMBERTON, NC 28358

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>305</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

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<sup>305</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
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Attn: Court Cost Waiver Standing Response  
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Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

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- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
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Signature		Date
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Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF ST. PAULS  
P O BOX 364  
ST PAULS, NC 28384

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>306</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

In the interest of providing both (i) an efficient mechanism for government entities to express their preferences on such waivers without appearing in court and (ii) a single resource that trial court officials may consult about each entity’s position, the NCAOC will maintain a statewide registry of entity responses generated from the form on the back of this notice. The registry is available online at: <http://nccourts.org/costwaiver>

Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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<sup>306</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
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Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

- ☐ 1. **Standing Objection/Waiver of Objection.** The above-named agency hereby registers its (*check one*)
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- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
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Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF ROWLAND  
P O BOX 127  
ROWLAND, NC 28383

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>307</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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**AGENCY RESPONSE**

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Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

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GENERAL COUNSEL

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O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF PEMBROKE  
100 S. UNION CHAPEL ROAD  
PEMBROKE, NC 28372

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>308</sup>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

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ADMINISTRATIVE OFFICE OF THE COURTS

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GENERAL COUNSEL

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O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF RED SPRINGS  
P O BOX 790  
RED SPRINGS, NC 28377

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>309</sup>

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Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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<sup>309</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
NCAOC – Office of General Counsel  
Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

- ☐ 1. **Standing Objection/Waiver of Objection.** The above-named agency hereby registers its (*check one*)
- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
- ☐ b. lack of objection to any waiver or remission, for which the agency defers to the court's discretion.
- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
- ☐ b. **Continued/Resumed.** The agency wishes to continue receiving mailed notices, or to resume receipt of notices for which receipt was previously discontinued.

Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF FAIRMONT  
PO BOX 159  
FAIRMONT, NC 28340

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>310</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

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Signature		Date
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Firm Name (if applicable)	Address (if different from above)	
Telephone No.		





ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF PARKTON  
P O BOX 55  
PARKTON, NC 28371

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>311</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

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Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

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O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

ROCKINGHAM CO FINANCE  
POST OFFICE BOX 41  
WENTWORTH, NC 27375

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>312</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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Attn: Court Cost Waiver Standing Response  
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**AGENCY RESPONSE**

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Signature		Date
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ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

CITY OF REIDSVILLE FINANCE  
230 W MOREHEAD ST  
REIDSVILLE, NC 27320

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>313</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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ADMINISTRATIVE OFFICE OF THE COURTS

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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

CITY OF MADISON FINANCE  
120 N MARKET ST  
MADISON, NC 27025

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

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- ☐ 1. **Standing Objection/Waiver of Objection.** The above-named agency hereby registers its (*check one*)
- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
- ☐ b. lack of objection to any waiver or remission, for which the agency defers to the court's discretion.
- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
- ☐ b. **Continued/Resumed.** The agency wishes to continue receiving mailed notices, or to resume receipt of notices for which receipt was previously discontinued.

Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

CITY OF EDEN FINANCE  
P O BOX 70  
EDEN, NC 27288

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>315</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

In the interest of providing both (i) an efficient mechanism for government entities to express their preferences on such waivers without appearing in court and (ii) a single resource that trial court officials may consult about each entity’s position, the NCAOC will maintain a statewide registry of entity responses generated from the form on the back of this notice. The registry is available online at: <http://nccourts.org/costwaiver>

Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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<sup>315</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
NCAOC – Office of General Counsel  
Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

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- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
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Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

CITY OF MAYODAN FINANCE  
210 W MAIN ST  
MAYODAN, NC 27027

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>316</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

In the interest of providing both (i) an efficient mechanism for government entities to express their preferences on such waivers without appearing in court and (ii) a single resource that trial court officials may consult about each entity’s position, the NCAOC will maintain a statewide registry of entity responses generated from the form on the back of this notice. The registry is available online at: <http://nccourts.org/costwaiver>

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<sup>316</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
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Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
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**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

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- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
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Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

CITY OF STONEVILLE FINANCE  
PO BOX 71  
STONEVILLE, NC 27048

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>317</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

In the interest of providing both (i) an efficient mechanism for government entities to express their preferences on such waivers without appearing in court and (ii) a single resource that trial court officials may consult about each entity’s position, the NCAOC will maintain a statewide registry of entity responses generated from the form on the back of this notice. The registry is available online at: <http://nccourts.org/costwaiver>

Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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<sup>317</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
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Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

- ☐ 1. **Standing Objection/Waiver of Objection.** The above-named agency hereby registers its (*check one*)
- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
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- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
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Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		





ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF CHINA GROVE  
333 NORTH MAIN STREET, STE A  
CHINA GROVE, NC 28023

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>318</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

In the interest of providing both (i) an efficient mechanism for government entities to express their preferences on such waivers without appearing in court and (ii) a single resource that trial court officials may consult about each entity’s position, the NCAOC will maintain a statewide registry of entity responses generated from the form on the back of this notice. The registry is available online at: <http://nccourts.org/costwaiver>

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<sup>318</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
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**AGENCY RESPONSE**

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Signature		Date
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Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF EAST SPENCER  
PO BOX 339  
EAST SPENCER, NC 28039

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>319</sup>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

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O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF LIVINGSTONE COLLEGE  
701 WEST MONROE ST  
SALISBURY, NC 28144

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>320</sup>

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Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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<sup>320</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
NCAOC – Office of General Counsel  
Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

- ☐ 1. **Standing Objection/Waiver of Objection.** The above-named agency hereby registers its (*check one*)
- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
- ☐ b. lack of objection to any waiver or remission, for which the agency defers to the court's discretion.
- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
- ☐ b. **Continued/Resumed.** The agency wishes to continue receiving mailed notices, or to resume receipt of notices for which receipt was previously discontinued.

Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF SPINDALE  
PO BOX 186  
SPINDALE, NC 28160

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>321</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
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**AGENCY RESPONSE**

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Signature		Date
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Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

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O 919-890-1300  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF LAKE LURE  
PO BOX 195  
LAKE LURE, NC 28746

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>322</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

In the interest of providing both (i) an efficient mechanism for government entities to express their preferences on such waivers without appearing in court and (ii) a single resource that trial court officials may consult about each entity’s position, the NCAOC will maintain a statewide registry of entity responses generated from the form on the back of this notice. The registry is available online at: <http://nccourts.org/costwaiver>

Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

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- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
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Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

SAMPSON CO BD OF EDUCATION  
313 ROWAN RD.  
CLINTON, NC 28328

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>323</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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**AGENCY RESPONSE**

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Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF NEWTON GROVE  
P O BOX 4  
NEWTON GROVE, NC 28366

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>324</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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ADMINISTRATIVE OFFICE OF THE COURTS

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F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

SCOTLAND CO TREASURER  
P O BOX 489  
LAURINBURG, NC 28353

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>325</sup>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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- ☐ 1. **Standing Objection/Waiver of Objection.** The above-named agency hereby registers its (*check one*)
- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
- ☐ b. lack of objection to any waiver or remission, for which the agency defers to the court's discretion.
- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
- ☐ b. **Continued/Resumed.** The agency wishes to continue receiving mailed notices, or to resume receipt of notices for which receipt was previously discontinued.

Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

CITY OF LAURINBURG  
PO BOX 249  
LAURINBURG, NC 28353

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>326</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

In the interest of providing both (i) an efficient mechanism for government entities to express their preferences on such waivers without appearing in court and (ii) a single resource that trial court officials may consult about each entity’s position, the NCAOC will maintain a statewide registry of entity responses generated from the form on the back of this notice. The registry is available online at: <http://nccourts.org/costwaiver>

Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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<sup>326</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
NCAOC – Office of General Counsel  
Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

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Signature		Date
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Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF GIBSON  
PO BOX 256  
GIBSON, NC 28343

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>327</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

In the interest of providing both (i) an efficient mechanism for government entities to express their preferences on such waivers without appearing in court and (ii) a single resource that trial court officials may consult about each entity’s position, the NCAOC will maintain a statewide registry of entity responses generated from the form on the back of this notice. The registry is available online at: <http://nccourts.org/costwaiver>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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**AGENCY RESPONSE**

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Signature		Date
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ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

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O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF WAGRAM  
PO BOX 118  
WAGRAM, NC 28396

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>328</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

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<sup>328</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.



Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

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- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
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Signature		Date
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Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF MAXTON  
201 McCaskill Ave  
MAXTON, NC 28364-0099

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>329</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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**AGENCY RESPONSE**

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ADMINISTRATIVE OFFICE OF THE COURTS

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GENERAL COUNSEL

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O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

CITY OF ROCKINGHAM  
514 ROCKINGHAM ROAD  
ROCKINGHAM, NC 28379

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>330</sup>

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Name And Address Of Submitting Agency (type or print)

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STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

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ADMINISTRATIVE OFFICE OF THE COURTS

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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

STANLY COUNTY TREASURER  
1000 N. FIRST ST, SUITE 10  
ALBEMARLE, NC 28001

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>331</sup>

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Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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<sup>331</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
NCAOC – Office of General Counsel  
Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

- ☐ 1. **Standing Objection/Waiver of Objection.** The above-named agency hereby registers its (*check one*)
- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
- ☐ b. lack of objection to any waiver or remission, for which the agency defers to the court's discretion.
- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
- ☐ b. **Continued/Resumed.** The agency wishes to continue receiving mailed notices, or to resume receipt of notices for which receipt was previously discontinued.

Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		





ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

CITY OF LOCUST  
P.O. BOX 190  
LOCUST, NC 28097

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>332</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

In the interest of providing both (i) an efficient mechanism for government entities to express their preferences on such waivers without appearing in court and (ii) a single resource that trial court officials may consult about each entity’s position, the NCAOC will maintain a statewide registry of entity responses generated from the form on the back of this notice. The registry is available online at: <http://nccourts.org/costwaiver>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
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**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

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- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
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Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF NORWOOD  
PO BOX 697  
NORWOOD, NC 28128

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>333</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

In the interest of providing both (i) an efficient mechanism for government entities to express their preferences on such waivers without appearing in court and (ii) a single resource that trial court officials may consult about each entity’s position, the NCAOC will maintain a statewide registry of entity responses generated from the form on the back of this notice. The registry is available online at: <http://nccourts.org/costwaiver>

Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
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Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
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**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

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- ☐ b. lack of objection to any waiver or remission, for which the agency defers to the court's discretion.
- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
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Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF OAKBORO  
PO BOX 610  
OAKBORO, NC 28129

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>334</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

In the interest of providing both (i) an efficient mechanism for government entities to express their preferences on such waivers without appearing in court and (ii) a single resource that trial court officials may consult about each entity’s position, the NCAOC will maintain a statewide registry of entity responses generated from the form on the back of this notice. The registry is available online at: <http://nccourts.org/costwaiver>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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3. Return completed forms with ink signature via mail or email to:  
NCAOC – Office of General Counsel  
Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
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**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

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- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
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Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF STANFIELD  
PO BOX 699  
STANFIELD, NC 28163

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>335</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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**AGENCY RESPONSE**

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ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

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O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF BADIN  
P O BOX 707  
BADIN, NC 28009

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>336</sup>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

- ☐ 1. **Standing Objection/Waiver of Objection.** The above-named agency hereby registers its (*check one*)
- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
- ☐ b. lack of objection to any waiver or remission, for which the agency defers to the court's discretion.
- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
- ☐ b. **Continued/Resumed.** The agency wishes to continue receiving mailed notices, or to resume receipt of notices for which receipt was previously discontinued.

Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

VILLAGE OF MISENHEIMER  
POLICE DEPARTMENT  
P O BOX 100  
MISENHEIMER, NC 28109

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>337</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

In the interest of providing both (i) an efficient mechanism for government entities to express their preferences on such waivers without appearing in court and (ii) a single resource that trial court officials may consult about each entity’s position, the NCAOC will maintain a statewide registry of entity responses generated from the form on the back of this notice. The registry is available online at: <http://nccourts.org/costwaiver>

Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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<sup>337</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
NCAOC – Office of General Counsel  
Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

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- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
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Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

STOKES CO TREASURER  
STOKES COUNTY COURTHOUSE  
PO BOX 20  
DANBURY, NC 27016

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>338</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

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<sup>338</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
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Email Address:  
Waiver.Response@nccourts.org
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**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

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Signature		Date
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Firm Name (if applicable)	Address (if different from above)	
Telephone No.		





ADMINISTRATIVE OFFICE OF THE COURTS

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GENERAL COUNSEL

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O 919-890-1300  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

STOKES BOARD OF EDUCATION  
PO BOX 50  
DANBURY, NC 27016

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>339</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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Email Address:  
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**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

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Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF KING  
TOWN OFFICE  
POST OFFICE BOX 1132  
KING, NC 27021

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>340</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

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<sup>340</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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Attn: Court Cost Waiver Standing Response  
PO Box 2448  
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**AGENCY RESPONSE**

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ADMINISTRATIVE OFFICE OF THE COURTS

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O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF WALNUT COVE  
TOWN OFFICE  
PO BOX 130  
WALNUT COVE, NC 27052

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>341</sup>

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Name And Address Of Submitting Agency (type or print)

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STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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ADMINISTRATIVE OFFICE OF THE COURTS

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April 20, 2025

WINSTON-SALEM POLICE DEPT  
725 N. Cherry Street  
WINSTON-SALEM, NC 27101

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>342</sup>

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Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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<sup>342</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.



Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
NCAOC – Office of General Counsel  
Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

- ☐ 1. **Standing Objection/Waiver of Objection.** The above-named agency hereby registers its (*check one*)
- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
- ☐ b. lack of objection to any waiver or remission, for which the agency defers to the court's discretion.
- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
- ☐ b. **Continued/Resumed.** The agency wishes to continue receiving mailed notices, or to resume receipt of notices for which receipt was previously discontinued.

Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF ELKIN  
P O BOX 857  
ELKIN, NC 28621

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>343</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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**AGENCY RESPONSE**

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Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF DOBSON  
P O BOX 351  
DOBSON, NC 27017

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>344</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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**AGENCY RESPONSE**

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Firm Name (if applicable)	Address (if different from above)	
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ADMINISTRATIVE OFFICE OF THE COURTS

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GENERAL COUNSEL

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O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

CITY OF MT AIRY  
FINANCE OFFICE  
P O BOX 70  
MT AIRY, NC 27030

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>345</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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**AGENCY RESPONSE**

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ADMINISTRATIVE OFFICE OF THE COURTS

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GENERAL COUNSEL

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O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF PILOT MOUNTAIN  
124 WEST MAIN ST, BOX 1  
PILOT MTN, NC 27041

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>346</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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ADMINISTRATIVE OFFICE OF THE COURTS

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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

SWAIN CO TREASURER  
PO DRAWER A  
BRYSON CITY, NC 28713

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>347</sup>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

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- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
- ☐ b. lack of objection to any waiver or remission, for which the agency defers to the court's discretion.
- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
- ☐ b. **Continued/Resumed.** The agency wishes to continue receiving mailed notices, or to resume receipt of notices for which receipt was previously discontinued.

Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TRANSYLVANIA CO TREASURER  
101 S. BROAD STREET  
BREVARD, NC 28712

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>348</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

In the interest of providing both (i) an efficient mechanism for government entities to express their preferences on such waivers without appearing in court and (ii) a single resource that trial court officials may consult about each entity’s position, the NCAOC will maintain a statewide registry of entity responses generated from the form on the back of this notice. The registry is available online at: <http://nccourts.org/costwaiver>

Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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<sup>348</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
NCAOC – Office of General Counsel  
Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

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- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
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Signature		Date
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Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

CITY OF BREVARD  
95 WEST MAIN STREET  
BREVARD, NC, NC 28712

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>349</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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**AGENCY RESPONSE**

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Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TYRRELL CO BOARD OF EDUCATIO  
1107 HWY 64 EAST  
COLUMBIA, NC 27925

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>350</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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3. Return completed forms with ink signature via mail or email to:  
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Waiver.Response@nccourts.org
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**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

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- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
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Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

UNION CO TREASURER  
500 N. MAIN STREET, SUITE 709  
MONROE, NC 28110

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>351</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

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<sup>351</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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**AGENCY RESPONSE**

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Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF MARSHVILLE  
PO BOX 628  
MARSHVILLE, NC 28103

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>352</sup>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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ADMINISTRATIVE OFFICE OF THE COURTS

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O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF WINGATE  
ATTN: BRAD SELLERS  
P O BOX 367  
WINGATE, NC 28174

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>353</sup>

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Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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<sup>353</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
NCAOC – Office of General Counsel  
Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

- ☐ 1. **Standing Objection/Waiver of Objection.** The above-named agency hereby registers its (*check one*)
- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
- ☐ b. lack of objection to any waiver or remission, for which the agency defers to the court's discretion.
- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
- ☐ b. **Continued/Resumed.** The agency wishes to continue receiving mailed notices, or to resume receipt of notices for which receipt was previously discontinued.

Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF STALLINGS  
315 STALLINGS RD  
STALLINGS, NC 28106

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>354</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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**AGENCY RESPONSE**

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Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

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April 20, 2025

VANCE CO TREASURER  
VANCE COUNTY COURTHOUSE  
122 YOUNG STREET SUITE B  
HENDERSON, NC 27536

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>355</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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**AGENCY RESPONSE**

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Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

CITY OF HENDERSON  
134 ROSE AVENUE  
P.O. BOX 1434  
HENDERSON, NC 27536

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>356</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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**AGENCY RESPONSE**

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Signature		Date
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Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF WENDELL  
409 LANDING VIEW DRIVE  
WENDELL, NC 27591

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>357</sup>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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ADMINISTRATIVE OFFICE OF THE COURTS

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O 919-890-1300  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF APEX  
PO BOX 250  
APEX, NC 27502

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>358</sup>

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Name And Address Of Submitting Agency (type or print)

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STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

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- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
- ☐ b. lack of objection to any waiver or remission, for which the agency defers to the court's discretion.
- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
- ☐ b. **Continued/Resumed.** The agency wishes to continue receiving mailed notices, or to resume receipt of notices for which receipt was previously discontinued.

Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

CITY OF RALEIGH  
222 W HARGETT ST  
RALEIGH, NC 27602

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>359</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

In the interest of providing both (i) an efficient mechanism for government entities to express their preferences on such waivers without appearing in court and (ii) a single resource that trial court officials may consult about each entity’s position, the NCAOC will maintain a statewide registry of entity responses generated from the form on the back of this notice. The registry is available online at: <http://nccourts.org/costwaiver>

Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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<sup>359</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
NCAOC – Office of General Counsel  
Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

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ADMINISTRATIVE OFFICE OF THE COURTS

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GENERAL COUNSEL

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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF ZEBULON  
1003 N ARENDELL AVE  
ZEBULON, NC 27597

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>360</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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**AGENCY RESPONSE**

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ADMINISTRATIVE OFFICE OF THE COURTS

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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF ANGIER  
55 N BROAD STREET  
ANGIER, NC 27501

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>361</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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**AGENCY RESPONSE**

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Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF NORLINA  
P O BOX 149  
NORLINA, NC 27563

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>362</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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**AGENCY RESPONSE**

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ADMINISTRATIVE OFFICE OF THE COURTS

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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

HENDERSON POLICE DEPARTMENT  
CITY OF HENDERSON  
200 BRECKENRIDGE ST  
HENDERSON, NC 27536

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>363</sup>

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Name And Address Of Submitting Agency (type or print)

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STANDING RESPONSE TO WAIVER / REMISSION  
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G.S. 7A-304(a)

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April 20, 2025

LITTLETON POLICE DEPARTMENT  
PO BOX 87  
LITTLETON, NC 27850

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

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Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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<sup>364</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
NCAOC – Office of General Counsel  
Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

- ☐ 1. **Standing Objection/Waiver of Objection.** The above-named agency hereby registers its (*check one*)
- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
- ☐ b. lack of objection to any waiver or remission, for which the agency defers to the court's discretion.
- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
- ☐ b. **Continued/Resumed.** The agency wishes to continue receiving mailed notices, or to resume receipt of notices for which receipt was previously discontinued.

Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

WASHINGTON CO TREASURER  
WASHINGTON COUNTY COURTHOUSE  
P. O. BOX 1007  
PLYMOUTH, NC 27962

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>365</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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**AGENCY RESPONSE**

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Signature		Date
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Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
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O 919-890-1300  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF ROPER  
POLICE DEPT  
PO BOX 217  
ROPER, NC 27970

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>366</sup>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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**AGENCY RESPONSE**

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Firm Name (if applicable)	Address (if different from above)	
Telephone No.		





ADMINISTRATIVE OFFICE OF THE COURTS

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PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

WATAUGA CO TREASURER  
814 EST KING STREET SUITE 205  
BOONE, NC 28607

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>367</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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Attn: Court Cost Waiver Standing Response  
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**AGENCY RESPONSE**

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ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF BOONE  
ATTN:TERRY STORY  
PO BOX 192  
BOONE, NC 28607

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>368</sup>

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Name And Address Of Submitting Agency (type or print)

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STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

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ADMINISTRATIVE OFFICE OF THE COURTS

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O 919-890-1300  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

COUNTY OF WAYNE  
PO BOX 227  
GOLDSBORO, NC 27530

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>369</sup>

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Name And Address Of Submitting Agency (type or print)

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STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

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**AGENCY RESPONSE**

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- ☐ 1. **Standing Objection/Waiver of Objection.** The above-named agency hereby registers its (*check one*)
- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
- ☐ b. lack of objection to any waiver or remission, for which the agency defers to the court's discretion.
- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
- ☐ b. **Continued/Resumed.** The agency wishes to continue receiving mailed notices, or to resume receipt of notices for which receipt was previously discontinued.

Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF PIKEVILLE  
TOWN HALL  
P.O. BOX 9  
PIKEVILLE, NC 27863

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>370</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

In the interest of providing both (i) an efficient mechanism for government entities to express their preferences on such waivers without appearing in court and (ii) a single resource that trial court officials may consult about each entity’s position, the NCAOC will maintain a statewide registry of entity responses generated from the form on the back of this notice. The registry is available online at: <http://nccourts.org/costwaiver>

Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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<sup>370</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.



Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
NCAOC – Office of General Counsel  
Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

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Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF EUREKA  
103 W. MAIN STREET  
EUREKA, NC 27830

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>371</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
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**AGENCY RESPONSE**

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Signature		Date
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Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

WILKES CO TREASURER  
WILKES COUNTY FINANCE OFFICE  
110 NORTH STREET  
WILKESBORO, NC 28697

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>372</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

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<sup>372</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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3. Return completed forms with ink signature via mail or email to:  
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Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

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Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF WILKESBORO  
P O BOX 1056  
WILKESBORO, NC 28697

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>373</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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**AGENCY RESPONSE**

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ADMINISTRATIVE OFFICE OF THE COURTS

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GENERAL COUNSEL

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O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF NORTH WILKESBORO  
P O BOX 218  
NO. WILKESBORO, NC 28659

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>374</sup>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

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ADMINISTRATIVE OFFICE OF THE COURTS

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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF WILSON POLICE DEPT  
P.O. BOX 10  
WILSON, NC 27893

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

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Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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<sup>375</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
NCAOC – Office of General Counsel  
Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

- ☐ 1. **Standing Objection/Waiver of Objection.** The above-named agency hereby registers its (*check one*)
- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
- ☐ b. lack of objection to any waiver or remission, for which the agency defers to the court's discretion.
- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
- ☐ b. **Continued/Resumed.** The agency wishes to continue receiving mailed notices, or to resume receipt of notices for which receipt was previously discontinued.

Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF ELM CITY  
P.O. BOX 717  
ELM CITY, NC 27822

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>376</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

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<sup>376</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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**AGENCY RESPONSE**

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Signature		Date
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Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF SHARPSBURG  
P.O. BOX 1759  
SHARPSBURG, NC

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>377</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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**AGENCY RESPONSE**

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Firm Name (if applicable)	Address (if different from above)	
Telephone No.		



ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
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O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

ROCKY MOUNT POLICE DEPT  
330 SOUTH CHURCH ST  
PO BOX 1180  
ROCKY MOUNT, NC 27802

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>378</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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Raleigh, NC 27602  
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**AGENCY RESPONSE**

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ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
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PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

YADKIN CO FINANCE OFFICER  
217 EAST WILLOW STREET  
P.O. BOX 220  
YADKINVILLE, NC 27055

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>379</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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ADMINISTRATIVE OFFICE OF THE COURTS

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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

TOWN OF YADKINVILLE  
PO DRAWER 816  
YADKINVILLE, NC 27055

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>380</sup>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

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- ☐ 1. **Standing Objection/Waiver of Objection.** The above-named agency hereby registers its (*check one*)
- ☐ a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
- ☐ b. lack of objection to any waiver or remission, for which the agency defers to the court's discretion.
- ☐ 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be (*check one*)
- ☐ a. **Discontinued.** The agency no longer wishes to receive monthly notices.
- ☐ b. **Continued/Resumed.** The agency wishes to continue receiving mailed notices, or to resume receipt of notices for which receipt was previously discontinued.

Signature		Date
Counsel Name (type or print)	Title	Bar No.
Firm Name (if applicable)	Address (if different from above)	
Telephone No.		





ADMINISTRATIVE OFFICE OF THE COURTS

ANDREW BROWN  
GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

YANCEY CO TREASURER  
YANCEY COUNTY COURTHOUSE  
110 TOWN SQUARE ROOM 11  
BURNSVILLE, NC 28714

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>381</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

In the interest of providing both (i) an efficient mechanism for government entities to express their preferences on such waivers without appearing in court and (ii) a single resource that trial court officials may consult about each entity’s position, the NCAOC will maintain a statewide registry of entity responses generated from the form on the back of this notice. The registry is available online at: <http://nccourts.org/costwaiver>

Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

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<sup>381</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
NCAOC – Office of General Counsel  
Attn: Court Cost Waiver Standing Response  
PO Box 2448  
Raleigh, NC 27602  
Email Address:  
Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

YANCEY COUNTY SCHOOLS  
P O BOX 190  
BURNSVILLE, NC 28714

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>382</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

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If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
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**AGENCY RESPONSE**

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ADMINISTRATIVE OFFICE OF THE COURTS

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ANDREW.D.BROWN2@NCCOURTS.ORG

April 20, 2025

NORTH CAROLINA DEPARTMENT OF JUSTICE  
P.O. BOX 629  
RALEIGH, NC 27602

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>383</sup>

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Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER / REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

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**AGENCY RESPONSE**

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April 20, 2025

TOWN OF HOLDEN BEACH  
110 ROTHSCHILD STREET  
HOLDEN BEACH, NC 28462

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STANDING RESPONSE TO WAIVER / REMISSION  
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G.S. 7A-304(a)

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