

To make credit card payments by Telephone:

Call 1-800-272-9829

Select option #3 – ‘Property Tax and All Other Payments’

Enter Jurisdiction Code – 1589 for Plumas Superior Court.

Note: Plumas Superior Court is separate from Sierra Superior Court and Plumas County Treasurer/Tax Collector. Payments to either of these entities should not be made to this account or jurisdiction code.

If you are requesting ‘Trial by Mail’ you can not use a credit card payment – You must either mail in your check with the form attached or come to the clerk’s office.

Press 1 if correct

You will hear a message about the fee, confirmation number and only making citation payments.

For Citation payment press 1 (only choice is 1 but must enter)

Enter case number – for example TR-Q1234 or TR-P1234

This is a lengthy process because you have to enter each digit separately –  
for example the recording will tell you to enter the first digit

If you enter the 8 which is for T, U and V it will then tell you

Enter the pound sign for 8, enter 1 for T, enter 2 for U or  
enter 3 for V

Enter 1 for T and then start the process over for the second digit

If it is a Quincy ticket that requires a Q – you enter ‘1’ and then it  
tells you enter the # sign for 1, enter 1 for Q (Very confusing  
but that is how it works)

The system will recite back the case number they entered.

Enter your 10 digit phone number

Press 1 if correct

Amount – when entering the amount you do not enter the decimal point. So if you are paying \$100.00 you would input 10000 and then the pound sign #. (The recording also gives an example.)

Press 1 if correct

Official Payments (Opay) charges \$5.95 for each payment. OPAY only allows payments up to a maximum of \$500. If you are paying a ticket for \$1,200 then you would have to go through this process 3 times – once for \$500, a second time for \$500 and then the third and final time for \$200 and it would cost them \$17.85. The system will give them the charge each time and recite back the total including the fee.

At this point the system will ask for your identifying and credit card information.

Once the transaction is complete you should receive a confirmation number. Please make note of this number as it is our only means of finding your payment if there is a problem.