



## **SB-127**

### **Motion for Manifest Hardship (Traffic Fines and Fees)**

#### **What the Motion for Manifest Hardship can do:**

1. Reduce Traffic Related Fines and Fees
2. Waive License Reinstatement Fees
3. Waive overdue Processing/Late Fees

#### **What is needed on the form in order to be considered by the court:**

1. Correct and up-to-date contact information.
2. Traffic Court Case Number(s) (NOT A CITATION NUMBER).
  - a. Must be in the format of the District Court Case Number (0000-TR-000000).
3. Check the box for “I request a non-appearance hearing for my hardship motion” **ONLY** if you do not wish to come to court and would like to receive the court’s ruling via mail.
4. Underneath the section titled “Reason For Request”, you must write any information that demonstrates a **Financial** hardship exists that hinders you from paying the Traffic Fines/Fees.
5. Your Signature

PLEASE DO NOT FILL OUT THE LAST PAGE OF THE FORM, “NOTICE OF HEARING ON TRAFFIC MOTION”. THIS WILL BE COMPLETED BY THE TRAFFIC COURT CLERKS.

**Ways to get the completed motion form to the court for filing:**

1. In person
  - a. Sedgwick County Courthouse is located at:  
525 N. Main  
Wichita, KS 67203  
The Traffic Clerks are located on the First Floor next to the Pay Station. Your motion can be hand delivered to them.
2. Via mail
  - a. Address your letter to:  
Sedgwick County Courthouse - Traffic Department  
525 N. Main  
Wichita, KS 67203
3. Via Fax
  - a. The Traffic Department's Fax number is (316) 941-5360

For any additional questions, please contact the Traffic Department at (316) 660-5900.

Link to the 18th Judicial District Court website: <https://www.dc18.org/>

Link to the SB-127 Pro Se Traffic Form:

[https://forms.dc18.org/WIX\\_Forms/Self-Help\\_Center\\_Forms/Pro\\_Se\\_MOTION\\_Traffic\\_Form\\_Fillable\\_2024.pdf](https://forms.dc18.org/WIX_Forms/Self-Help_Center_Forms/Pro_Se_MOTION_Traffic_Form_Fillable_2024.pdf)