

MAUMELLE DISTRICT COURT  
100 MILLWOOD CIRCLE  
MAUMELLE, ARKANSAS 72113  
PHONE (501)851.7800 FAX (501)851.7487  
TRAFFIC/CRIMINAL COURT  
TUESDAY 4:00 P.M.

### TRAFFIC COURT

If you are charged with a routine traffic offense, such as Speeding, Careless and Prohibited Driving, Expired tags, or another minor violation, and you want to plead Guilty to the charge, you may be able to pay the fine and cost without having to appear in court. Certain offenses such as DWI, Driving on a Suspended Drivers License, etc. you are required to appear. You should contact the District Court Clerk to determine whether it is the type of offense that you can pay without appearing in court.

**Traffic Probation** is available to those who have not had a moving violation in the last two (2) years. You do not have to be a “first offender” to receive probation. Under traffic probation, you must pay a probation fee, possibly attend a defensive driving school, and not get another moving violation for the next six (6) months. If you complete the program successfully, the ticket will not go on your driving record. You can call the Probation Officer or District Court Clerk for details. If you are eligible for this program, and enroll in it prior to your scheduled court date, you will not need to attend court unless you have additional charges which are not covered by the probation program.

If you want to plead Not Guilty to any traffic offense, you must come to court on the date and time noted on the traffic citation or summons. Your case will be set over for a Bench Trial. The officer who gave you the citation will appear and give testimony. You will be able to tell your side of the case at that time. The Judge will then impose his sentence.

If you have a valid emergency that prevents you from coming to court at any time, you must contact the District Court Clerk **BEFORE** your scheduled court date to receive permission to be given a new date. If you fail to come to court when required, an arrest warrant will be issued and you may be arrested by the police. Once a warrant is issued your driver’s license will be suspended, you will have to pay a fee to Driver Control to reinstate your driver’s license.

### CRIMINAL COURT

If you are charged with a violation of Criminal law such as Disorderly Conduct, Domestic Battery, Possession of Marijuana, etc. you must appear in court.

**You have a right to counsel.** You can hire your own attorney to represent you at all stages of your case. If you cannot afford an attorney, you may qualify for a Public

Defender, who can be appointed by the Judge to represent you. You also have the right to represent yourself but you must read and sign a written attorney waiver form to do so.

**You have a right to a trial.** The Judge (not a jury) hears your case. The State must present proof first (witnesses), and must prove that you are guilty beyond a reasonable doubt. After the State has put on its proof, you may then present any evidence you may have about your case. The Judge will then decide the outcome of the case.

**You have the right to appeal.** If you are convicted, you have the right to appeal your case but **ONLY** if you file a written notice of appeal and see that the proper paperwork gets to the Circuit Court Clerk within thirty (30) days of the date of your conviction. You may be required to post a **BOND** to prevent the District Court from carrying out its judgment while you are in the appeal process. If you appeal, you will have a new trial in Circuit Court just as if the District Court trial never happened. You will have a right to a jury trial in Circuit Court if you want it.

### **PAYMENT OF FINES AND COURT COSTS**

If a person pleads guilty or is found guilty, the Judge may impose a monetary judgment. Generally, once the fine and costs are imposed by the Judge, they are due and payable **immediately**. Those with financial hardships may request that the judge give them a reasonable period of time, usually ninety (**90**) **days**, in which to pay the entire amount. Failure to pay fines and costs as ordered can result in an arrest warrant for Failure to Pay. It is likely that the defendant may receive a term in jail if the entire balance is not paid upon arrest.

Payments can be made at the Maumelle District Court office, 100 Millwood Circle, between 8 a.m. and 5 p.m. We accept cash, checks, money orders/cashiers checks or Visa/MasterCard. Payments are accepted in person only, not over the phone or online.

**WHEN DEFENDANTS FAIL TO COME TO COURT OR FAIL TO PAY THEIR FINES AND COSTS, THE COURT ISSUES AN ARREST WARRANT AND SUSPENDS THEIR DRIVER'S LICENSE UNTIL THEY COMPLY WITH THE COURT'S ORDERS.**