



**BELLA VISTA DISTRICT COURT**  
**DISTRICT COURT OF BENTON COUNTY, ARKANSAS**  
**BELLA VISTA DEPARTMENT**

**WHAT DO I DO WITH MY CITATION?**

PLEASE WAIT AT LEAST TEN (10) BUSINESS DAYS BEFORE CONTACTING THE COURT ABOUT YOUR CITATION.

***OPTION 1: PAY IT.***

Pay your citation online at [www.bellavistaar.gov/districtcourt/](http://www.bellavistaar.gov/districtcourt/), by mail or in person at the Court Clerk's office **BEFORE** the court date indicated on your ticket. Payments mailed must be received by the clerk on or before the court date indicated. Mail or pay in person to:

**DISTRICT COURT OF BENTON COUNTY, ARKANSAS**

**BELLA VISTA DEPARTMENT**

**612 W. LANCASHIRE BLVD.**

**BELLA VISTA, AR 72715**

**HOURS: Monday – Friday 8 a.m. to 4 p.m. (closed for lunch from noon to 1 p.m.)**

**IF YOUR CITATION SAYS “MUST APPEAR”, YOU MAY NOT USE OPTION 1, AND YOU MUST APPEAR IN COURT ON THE DATE AND TIME INDICATED ON THE CITATION.**

***OPTION 2: APPEAR IN COURT.***

Come to court on the date and time indicated on your citation. You will go before a judge and plead guilty, not guilty, or no contest.

***OPTION 3: HIRE A LAWYER.***

Hire an attorney before the date and time indicated on your citation. The attorney will appear on your behalf, and you will work with your attorney to see your case through.

**HOW DO I KEEP MY TRAFFIC CITATION OFF MY RECORD?**

**ELIGIBLE CHARGES: Speeding (less than 30 MPH over the limit); Careless Driving (non-accident related); Disregarding a Traffic Control Device (non-accident related), or Failure to Yield (non-accident related)**

The Court will, under certain circumstances, let you plead guilty to any of the above charges with no conviction being entered on your driving record, so long as you commit no similar offenses within one year. In order to qualify for this, the alleged offender **must**:

1. not have had a commercial driver's license (CDL) at the time of the alleged offense; **AND**
2. not have received any moving traffic violations within three (3) years prior of the current citation; **AND**
3. not have any traffic violations currently under advisement or currently under any other form of deferred adjudication or probation in any court at the time of the issuance of the current citation; **AND**
4. have signed an affidavit swearing under oath as to the truth of the alleged offender's qualification for a deferred decision pursuant to this Court's guidelines.

**You will still pay court fines and costs for this citation in the amount set by the court.** COMPLETION OF A ONE-DAY DEFENSIVE DRIVING CLASS WILL ALSO BE REQUIRED FOR ALL QUALIFYING CASES, EXCEPT SPEEDING LESS THAN 20 MPH OVER THE LIMIT. To seek this option, the recipient of the citation must appear, in person, at the Court Clerk's office to sign documents and make payment or other arrangements.

**Persons receiving a citation for No Insurance who, prior to their court date, present to the Court Clerk proof of insurance VALID ON THE DATE OF THE CITATION will receive a reduction of the No Insurance charge to No Insurance Proof in Possession and will pay a reduced fine and costs.**

**ALL JUVENILES (PERSONS UNDER 18 YEARS OF AGE) RECEIVING A CITATION MUST APPEAR IN COURT WITH A PARENT OR GUARDIAN AT THE TIME AND DATE INDICATED ON THE CITATION. NO EXCEPTIONS.**