

Traffic/Criminal Matters:

If you have received a notice to appear in court, your personal appearance is mandatory, failure to appear may result in a warrant for your arrest being issued.

Permitted Alternative to Personal Appearance effective **November 2023** until further notice:

Arraignment: If you have received a traffic citation or criminal complaint (non-violent offense) and are required to appear for your first hearing in Court, you may waive the appearance by doing the following:

- Submit a plea of not guilty, click [here](#) for form. Submissions can be made by fax 440-232-2510 or email at info@bedfordmuni.org or by drop-box located in the entrance lobby of the Municipal Building, access to the drop-box is available 7 days a week, 24 hours.

Waiverable Offenses: If you have received a traffic/criminal violation and the offense is waiverable and you do not wish to contest the citation, you may resolve the matter by paying the citation without appearing by doing one of the following:

- Online through the payment tab on our site, click [here](#),
- Mail your payment to Bedford Municipal Court, 165 Center Road, Bedford, OH 44146.
- Drop your payment off in a sealed envelope in the drop-box located in the entrance lobby of the Municipal Building; access to the drop-box is available 7 days a week, 24 hours,

Fines/Cost Hearing: Fines/Cost payments may be made by doing any of the following:

- Online through the payment tab on our site click [here](#)
- Mail your payment to Bedford Municipal Court, 165 Center Road, Bedford, OH 44146.
- Drop your payment off in a sealed envelope in the drop-box located in the entrance lobby of the Municipal Building; access to the drop-box is available 7 days a week, 24 hours,

Mandatory Participation:

Arraignment: Those who have not opted for an alternative to appearance as stated above shall appear for the scheduled arraignment date and time.

Pretrial Hearing: Attendance is mandatory by the defendant and Attorney.

Plea Hearing: Attendance is mandatory by the defendant and the Attorney.

Sentencing Hearing: Attendance is mandatory by the defendant and the Attorney.

Fines/Cost Hearing: Those who have not opted for an alternative to appearance as stated above shall appear for the scheduled payment date and time.

Probation Violation Hearing: Attendance is mandatory by the defendant and the Attorney.

Probation Appointments: All probation appointments will be scheduled appointments and will be provided prior to your appointment.

Motions and Filings: The Court will accept filings including but not limited to, plea of not guilty, continuance, motions, etc. by facsimile 440-232-2510, mail or the drop-box located in the entrance lobby of the Municipal Building. The appropriate fees must accompany the filing if by mail or drop-box. Filings are not complete unless accompanied by payment of costs, if required. If filing by fax, contact the Clerk's office at 440-232-3420 to coordinate payment of necessary costs to complete the filing.