

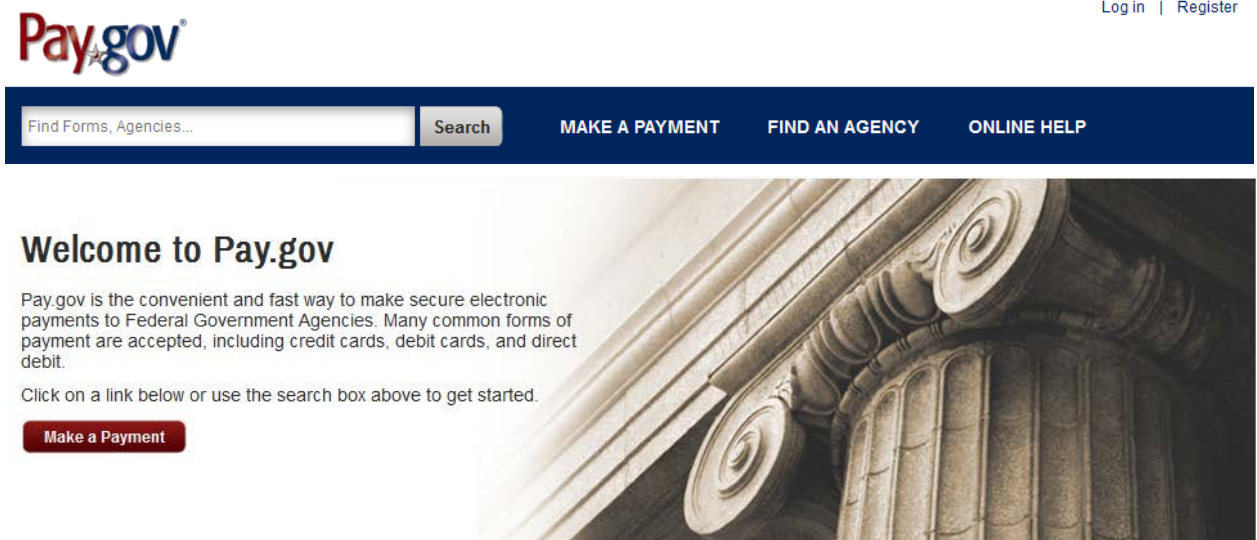


PAYMENT INSTRUCTIONS FOR ONLINE CRIMINAL DEBT PAYMENTS

Beginning May 1, 2017, debtors may make payments towards their criminal debt online using Pay.gov. Pay.gov is a secure government website that allows you to submit payments for your federal debt(s) electronically. Pay.gov is managed by the Department of Treasury, Financial Management Services.

PROCEDURE:

1. From the home page (www.pay.gov), click the “Log in” link at the top of the page using your username and password. If you do not have a username and password, refer to the Pay.gov Self Enrollment instructions. If you wish to proceed without logging in, go to step 2.



2. Locate the “*Find Forms, Agencies...*” search box at the top of the screen. Type **ARWD** in the box and click *Search*.
NOTE: Do No Use the “United States Courts” link on the front page!
3. Your search results screen will display the *ARWD Criminal Debt Form* link.



Search Results for "ARWD"

Refine Your Results
Narrow your choices by selecting from the following options:

Agency ▲

- United States District Court Criminal Debt (1)

Forms (1) **Agencies (0)**

Sort by ▼

ARWD Criminal Debt Form


Use this form to make criminal debt payments for the Western District of Arkansas court cases.
Form Number: ARWD Crim Debt Pymt
Agency: United States District Court Criminal Debt

[▶View all forms for this agency](#)

Continue to the Form

4. Click on **Continue to the Form** to proceed to the *Criminal Debt Payment* payment form. Complete the Criminal Debt Payment form. All fields must be completed. To locate your CCAM number, refer to your monthly payment coupon. If you are unable to locate your CCAM number, please contact the Clerk's Office of the U.S. District Court at (479) 783-6833, and ask for the financial department for assistance.





United States District Court Western District of Arkansas Court Criminal Debt Payment Form

Use this form to make Criminal Debt Payments

Defendant Type: Individual Business

Enter Defendant Name Below as it Appears on Criminal Judgment or Indictment/Information

Defendant Name: Last: First: Middle Name: Generation:

Business: If payment is being made on behalf of a business, enter the legal entity name for the business.

Enter CCAM Number as it appears on your payment coupon. See example below.

CCAM Court Case Number: DARW

Example:

Court Case Number	2:16CR20023-001			
District Code:	CCAM Number:	Amount Due:	Due Date:	Amount Enclosed:
ARW	DARW216CR020023001			

Self Pay Third-Party Paying for the benefit of null null null

Payer / Account Holder Name: Last: First:

Address:

City / State / Zip:

Phone Number: Ext: Home

Payments exceeding \$5,000.00 require a Transaction ID. Amount of this Payment:

Transaction ID:

If you require assistance completing this form, please contact the Finance Department of the Western District of Arkansas Court Clerk of Court Office by calling (479) 783-8833

Criminal Debt Payments made via Pay.gov may only be accepted from individuals who are not prohibited by the terms of their judgment to make payment in this manner.

5. After entering the amount of the payment, click *Continue* to be directed to the payment information page. As an enrolled pay.gov user, your payment accounts (savings, checking, credit card or debit card) will automatically populate. If you have not created a pay.gov account or have not saved your account information to your profile, you may manually enter this information.
6. Users may choose to pay using one of two options, via bank account (ACH) or via plastic card (credit, debit or prepaid card). Select your payment method, click Next to go to the next screen where you will enter your account information.

*** I want to pay with my:**

- Bank account (ACH)
- Debit or credit card

[Cancel](#)



7. When payment information has been entered, click Review and Submit Payment. On the Review & Submit screen, if you would like to receive an email confirmation (recommended) , click to check the box, and complete the fields that appear.
8. Mark the check box authorizing the payment and click the *Submit Payment* button once.

*****IMPORTANT*****

Allow the payment to process to completion. Do not use your browser buttons to move back to a previous screen; this may result in a duplicate payment being made. Duplicate payment will not be refunded unless it results in an overpayment of the criminal debt ordered.

If you do not receive a *Confirm Payment* screen, close the application. The next day, either check your account statement to see if a payment was made, or you may call the court at (479) 783-6833 and ask for the financial department to confirm whether the payment processed.

9. After payment has been submitted, a *Confirm Payment* screen appears with your Tracking ID numbers. The Agency Tracking ID is your receipt number confirming payment.
10. If you have made an error in submitting your payment, please contact the Clerk's Office of the U.S. District Court at (479)783-6833 and ask for the financial department.