



**THE CONFERENCE OF CHIEF CIRCUIT JUDGES**  
**Administrative Office of the Illinois Courts**

**Hon. Joseph G. McGraw, Chair**  
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**Administrative Office of Illinois Courts**  
222 N. LaSalle Street, 13<sup>th</sup> Floor  
Chicago, IL 60601

3101 Old Jacksonville Road  
Springfield, IL 62704

May 25, 2017

Honorable Carolyn Taft Grosboll  
Clerk of the Supreme Court  
Supreme Court Building  
Springfield, IL 62701-1791

Re: Uniform Civil Law Citation

Dear Ms. Grosboll:

The Conference of Chief Circuit Judges, at its meeting on May 19, 2017, approved changes to the Uniform Civil Law Citation and its Printing Instructions. The changes include modifications to the layout, adding a Vehicle Section, and removing the requirement for the violator to sign the citation.

On behalf of the Conference of Chief Circuit Judges, I hereby submit the approved citation form and revised Printing Instructions to your office for filing pursuant to Supreme Court Rule 552. The new form and revised printing instructions are effective immediately. Agencies wishing to deplete their current inventory may do so, however, any new Uniform Civil Law Citations purchased after this update must conform to the form provided herein.

Respectfully,

Joseph G. McGraw, Chair  
Conference of Chief Circuit Judges

Enclosure

**FILED**

MAY 25 2017

**SUPREME COURT  
CLERK**

**NOTE: USE SEPARATE CIVIL LAW CITATION FOR EACH VIOLATION**

<b>COMPLAINT</b>	CASE NO.		ISP DIST OCC	ISP DIST ASSIGN.	<b>COMPLAINT</b>
	COUNTY OF		TOWNSHIP OF		
<b>DEFENDANT</b>	<input type="checkbox"/> PEOPLE STATE OF ILLINOIS VS.		<input type="checkbox"/> CITY/VILLAGE OF MUNICIPAL CORPORATION PLAINTIFF		
	NAME (Last) (First) (M.I.)		EYES	<input type="checkbox"/> Female <input type="checkbox"/> Male	
<b>VEHICLE</b>	ADDRESS (Street) (Apt.)		HAIR	HEIGHT	WEIGHT
	CITY STATE ZIP		<b>UNDER 18</b> <input type="checkbox"/>		
<b>COMPLAINT</b>	DR. LIC.	STATE	CDL	EXPIR DATE	DATE OF BIRTH
	REGISTR NO.	STATE	YEAR	US DOT #	
<b>VEHICLE</b>	MAKE	YEAR	COLOR		
	053 <input type="checkbox"/> PEDESTRIAN    081 <input type="checkbox"/> TRAIL/SEMI-TRAIL    052 <input type="checkbox"/> PASSENGER CAR    084 <input type="checkbox"/> TRUCK 009 <input type="checkbox"/> BUS    086 <input type="checkbox"/> TRUCK TRACTOR    060 <input type="checkbox"/> RECREATIONAL VEH. 043 <input type="checkbox"/> MOTORCYCLE <input type="checkbox"/> OTHER CODE(S)	COM. MTR. VEH. YES <input type="checkbox"/> NO <input type="checkbox"/> PLAC HAZ MAT. YES <input type="checkbox"/> NO <input type="checkbox"/> 16 OR MORE PASS. YES <input type="checkbox"/> NO <input type="checkbox"/>			

The Undersigned states that on \_\_\_/\_\_\_/\_\_\_ at \_\_\_ A.M. P.M. Defendant upon a Public Highway, or other Location, Specifically \_\_\_\_\_

Located in the County and State Aforesaid and Did Then and There Commit the Following Civil Law Violation:

<b>VIOLATION</b>	<input type="checkbox"/> 720 ILCS 550/4(a) - POSSESSION OF CANNABIS; NOT MORE THAN 10 GRAMS
	OR
	<input type="checkbox"/> 720 ILCS 600/3.5(c) - POSSESSION OF DRUG PARAPHERNALIA
	NATURE OF VIOLATION _____

<b>EVIDENCE</b>	Associated Report #: _____ CAD #: _____
	FIELD TEST COMPLETED YES <input type="checkbox"/> NO <input type="checkbox"/> APPROXIMATE WEIGHT: _____ GRAMS
	LOCATION OF EVIDENCE WHEN RECOVERED _____
	DESCRIPTION _____
	EVIDENCE RECEIVED FROM. SIGNATURE: X _____

<b>COURT PLACE/DATE</b>	CIRCUIT COURT LOCATION, DATE AND TIME
	ADDRESS / COURTHOUSE
	CITY _____ IL _____ ZIP _____ ON _____ AT _____ AM. PM.

**NO COURT APPEARANCE REQUIRED**  
See instructions on top portion, back side of gold copy

Under penalties as provided by law for false certification pursuant to Section 1-109 of the Code of Civil Procedure and perjury pursuant to Section 32-2 of the Criminal Code of 2012, the undersigned certifies that the statements set forth in this instrument are true and correct.

MONTH / DAY / YEAR OFFICER'S SIGNATURE ID. NO.

**NOTE: USE SEPARATE CIVIL LAW CITATION FOR EACH VIOLATION**

**FILED**  
MAY 25 2017  
SUPREME COURT CLERK

## COMPLAINT COPY BACKER

Vehicle types as defined in 625 ILCS 5/1 et seq. and recorded in the Vehicle Section of the Citation.

CODE	DESCRIPTION	CODE	DESCRIPTION
000	AIRBOAT	048	NON-DIVISIBLE LOAD OR VEHICLE
001	ALL TERRAIN VEHICLE (ATV)	049	NON-POWERED WATERCRAFT
002	AMBULANCE	050	OFF-HIGHWAY MOTORCYCLE
003	ANTIQUE VEHICLE	051	ORGAN TRANSPORT VEHICLE
004	APPORTIONABLE SEMI-TRAILER	052	PASSENGER CAR
005	APPORTIONABLE TRAILER	053	PEDESTRIAN
006	AUTHORIZED EMERGENCY VEHICLE	054	PERSONAL WATER CRAFT
092	AUTOCYCLE	055	POLE TRAILER
007	BICYCLE	056	POLICE VEHICLE
008	BOAT WATERCRAFT	057	RAILROAD TRACK EQUIPMENT
009	BUS	058	RAILROAD TRAIN
010	CAMPING TRAILER	059	REBUILT VEHICLE
011	CHARITABLE VEHICLE	060	RECREATIONAL VEHICLE
012	COMMUTER VAN	061	RECREATIONAL BOAT
013	CONVERTER DOLLY	062	RECREATIONAL OFF-HIGHWAY VEHICLE
014	CUSTOM VEHICLE	063	REPAIRED VEHICLE
015	CYCLE	064	REPLICA TROLLEY
016	DERELICT VEHICLE	065	RESCUE VEHICLE
017	ELECTRIC PERSONAL ASSISTIVE MOBILITY DEVICE	066	ROAD TRACTOR
018	EXPANDED-USE ANTIQUE VEHICLE	067	RURAL MAIL DELIVERY VEHICLE
019	FARM TRACTOR	068	SAILBOAT
020	FIRE DEPARTMENT VEHICLE	069	SCHOOL BUS
021	FLEET SAFETY VEHICLE	070	SNOWMOBILE
022	FOREIGN VEHICLE	071	SPECIAL HAULING VEHICLE
023	GOLF CART	072	SPECIAL MOBILE EQUIPMENT
024	GREY MARKET VEHICLE	073	SPECIALLY CONSTRUCTED VEHICLE
025	HOUSE TRAILER	074	SPECIALTY PROP CRAFT
026	IMPLEMENT OF HUSBANDRY	075	STINGER-STEERED SEMITRAILER
027	JUNK VEHICLE	076	STREETCAR
028	LIFEBOAT	077	STREET ROD
029	LIMOUSINE	078	TANK VEHICLE
030	LOW-SPEED ELECTRIC BICYCLE	079	TOW-TRUCK
031	LOW-SPEED GAS BICYCLE	080	TRACKLESS TROLLEY COACH
032	LOW-SPEED VEHICLE	081	TRAILER OR SEMI-TRAILER
033	MATERIALLY ALTERED VEHICLE	082	TRANSIT BUS
034	MAXI-CUBE VEHICLE	083	TRAVEL TRAILER
035	MEDICAL CARRIER	084	TRUCK
036	MEDICAL TRANSPORT VEHICLE	085	TRUCK CAMPER
037	MODIFIED VEHICLE	086	TRUCK TRACTOR
038	MOTORBOAT	087	TRUCKSTER
039	MOTORHOME, MINI-MOTORHOME, VAN CAMPER	088	TYPE I SCHOOL BUS
040	MOTOR VEHICLE	089	TYPE II SCHOOL BUS
041	MOTOR DRIVEN CYCLE	090	UTILITY SERVICE VEHICLE
042	MOPED	091	WRECKER
043	MOTORCYCLE	998	OTHER
044	MOTORIZED WHEELCHAIR	999	NONE
045	MULTIFUNCTION SCHOOL ACTIVITY BUS		
046	MULTIPURPOSE PASSENGER VEHICLE		
047	NONCOMMERCIAL VEHICLE		

**NOTE: USE SEPARATE CIVIL LAW CITATION FOR EACH VIOLATION**

<b>COMPLAINT</b>			<b>CL00000000</b>	
	CASE NO.	ISP DIST OCC	ISP DIST ASSIGN	<b>EVIDENCE</b>
<b>DEFENDANT</b>	COUNTY OF	TOWNSHIP OF		
	<input type="checkbox"/> PEOPLE STATE OF ILLINOIS VS. <input type="checkbox"/> CITY/ VILLAGE OF MUNICIPAL CORPORATION PLAINTIFF		VS.	
<b>VEHICLE</b>	NAME	EYES	<input type="checkbox"/> Female <input type="checkbox"/> Male	
	(Last) (First) (MI)	HAIR	HEIGHT	WEIGHT
	ADDRESS	<b>UNDER 18</b> <input type="checkbox"/>		
	(Street) (Apt)			
CITY STATE ZIP	DR. LIC.	STATE	CDL	EXPIR. DATE
REGISTR. NO.	STATE	YEAR	US DOT #	
MAKE	YEAR	COLOR		
053 <input type="checkbox"/> PEDESTRIAN	081 <input type="checkbox"/> TRAIL-SEMI-TRAIL	052 <input type="checkbox"/> PASSENGER CAR	084 <input type="checkbox"/> TRUCK	COM. MTR. VEHI YES <input type="checkbox"/> NO <input type="checkbox"/> PLAC. HAZ. MAT YES <input type="checkbox"/> NO <input type="checkbox"/> 16 OR MORE PASS YES <input type="checkbox"/> NO <input type="checkbox"/>
009 <input type="checkbox"/> BUS	086 <input type="checkbox"/> TRUCK TRACTOR	060 <input type="checkbox"/> RECREATIONAL VEH		
043 <input type="checkbox"/> MOTORCYCLE	<input type="checkbox"/> OTHER CODE(S)			

The Undersigned states that on \_\_\_/\_\_\_/\_\_\_ at \_\_\_ A.M. P.M. Defendant upon a Public Highway, or other Location, Specifically \_\_\_\_\_

Located in the County and State Aforesaid and Did Then and There Commit the Following Civil Law Violation:

720 ILCS 550/4(a) - POSSESSION OF CANNABIS; NOT MORE THAN 10 GRAMS  
 OR  
 720 ILCS 600/3.5(c) - POSSESSION OF DRUG PARAPHERNALIA  
 NATURE OF VIOLATION \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

<b>EVIDENCE</b>	Associated Report #: _____ CAD #: _____
	FIELD TEST COMPLETED YES <input type="checkbox"/> NO <input type="checkbox"/> APPROXIMATE WEIGHT: _____ GRAMS
	LOCATION OF EVIDENCE WHEN RECOVERED _____
	DESCRIPTION _____
<b>COURT PLACE / DATE</b>	EVIDENCE RECEIVED FROM: SIGNATURE <b>X</b>
	CIRCUIT COURT LOCATION, DATE AND TIME
ADDRESS / COURTHOUSE	
CITY	IL ZIP ON AT AM PM.

**NO COURT APPEARANCE REQUIRED**  
 See instructions on top portion, back side of gold copy

Under penalties as provided by law for false certification pursuant to Section 1-109 of the Code of Civil Procedure and perjury pursuant to Section 32-2 of the Criminal Code of 2012, the undersigned certifies that the statements set forth in this instrument are true and correct.

MONTH / DAY / YEAR OFFICER'S SIGNATURE I.D. NO.

**NOTE: USE SEPARATE CIVIL LAW CITATION FOR EACH VIOLATION**

EVIDENCE COPY BACKER  
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**NOTE: USE SEPARATE CIVIL LAW CITATION FOR EACH VIOLATION**

COMPLAINT	CASE NO.		ISP DIST OCC	ISP DIST ASSIGN.	COURT DISPOSITION		
	COUNTY OF		TOWNSHIP OF				
	<input type="checkbox"/> PEOPLE STATE OF ILLINOIS VS.		<input type="checkbox"/> CITY/ VILLAGE OF MUNICIPAL CORPORATION PLAINTIFF		VS.		
	NAME (Last) (First) ( M I )		EYES		<input type="checkbox"/> Female <input type="checkbox"/> Male		
	ADDRESS (Street) ( Apt )		HAIR		HEIGHT WEIGHT		
	CITY STATE ZIP		UNDER 18		<input type="checkbox"/>		
	DR. LIC		STATE	CDL	EXPIR DATE	DATE OF BIRTH	
	REGISTR NO.		STATE		YEAR	US DOT #	
	MAKE		YEAR		COLOR		
	053 <input type="checkbox"/> PEDESTRIAN		081 <input type="checkbox"/> TRAIL/SEMI-TRAIL		052 <input type="checkbox"/> PASSENGER CAR		084 <input type="checkbox"/> TRUCK
009 <input type="checkbox"/> BUS		086 <input type="checkbox"/> TRUCK TRACTOR		060 <input type="checkbox"/> RECREATIONAL VEH.		COM. MTR. VEH. YES <input type="checkbox"/> NO <input type="checkbox"/>	
043 <input type="checkbox"/> MOTORCYCLE		<input type="checkbox"/> OTHER CODE(S)		PLAC. HAZ. MAT. YES <input type="checkbox"/> NO <input type="checkbox"/>		16 OR MORE PASS. YES <input type="checkbox"/> NO <input type="checkbox"/>	

The Undersigned states that on \_\_\_/\_\_\_/\_\_\_ at \_\_\_ A.M. P.M. Defendant upon a Public Highway, or other Location, Specifically \_\_\_\_\_

Located in the County and State Aforesaid and Did Then and There Commit the Following Civil Law Violation:

VIOLATION	<input type="checkbox"/> 720 ILCS 550/4(a) - POSSESSION OF CANNABIS; NOT MORE THAN 10 GRAMS
	OR
	<input type="checkbox"/> 720 ILCS 600/3.5(c) - POSSESSION OF DRUG PARAPHERNALIA
NATURE OF VIOLATION	
_____	
_____	

EVIDENCE	Associated Report #: _____ CAD #: _____
	FIELD TEST COMPLETED YES <input type="checkbox"/> NO <input type="checkbox"/> APPROXIMATE WEIGHT: _____ GRAMS
	LOCATION OF EVIDENCE WHEN RECOVERED _____
	DESCRIPTION _____
	EVIDENCE RECEIVED FROM: SIGNATURE X _____

COURT PLACE / DATE	CIRCUIT COURT LOCATION, DATE AND TIME
	ADDRESS / COURTHOUSE
	CITY _____ IL _____ ZIP _____ ON _____ AT _____ A.M. P.M.

**NO COURT APPEARANCE REQUIRED**  
See instructions on top portion, back side of gold copy

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MONTH / DAY / YEAR OFFICER'S SIGNATURE I.D. NO.

**NOTE: USE SEPARATE CIVIL LAW CITATION FOR EACH VIOLATION**

COURT DISPOSITION COPY BACKER

HEARING JUDGE \_\_\_\_\_

COURT ACTION AND OTHER ORDERS

FINDINGS - DATE \_\_\_\_/\_\_\_\_/\_\_\_\_

- ORIGINAL VIOLATION
- AMENDED VIOLATION: \_\_\_\_\_

FINE \$ \_\_\_\_\_

COSTS \$ \_\_\_\_\_

TOTAL \$ \_\_\_\_\_

- ADMIT/CONSENT
- NO FINDING OF VIOLATION
- DEFAULT JUDGMENT
- CHARGE AMENDED
- DISMISSED

\_\_\_\_\_  
SIGNATURE OF CLERK

MAIL TO:

**NOTE: USE SEPARATE CIVIL LAW CITATION FOR EACH VIOLATION**

<b>COMPLAINT</b>			CL00000000		
	CASE NO. _____ ISP DIST OCC _____ ISP DIST ASSIGN _____	POLICE RECORD			
<b>DEFENDANT</b>	COUNTY OF _____ TOWNSHIP OF _____		VS.		
	<input type="checkbox"/> PEOPLE STATE OF ILLINOIS VS.		<input type="checkbox"/> CITY/ VILLAGE OF MUNICIPAL CORPORATION PLAINTIFF		
	NAME (Last) _____ (First) _____ (M.I.) _____		EYES _____	<input type="checkbox"/> Female <input type="checkbox"/> Male	
	ADDRESS (Street) _____ (Apt) _____		HAIR _____	HEIGHT _____	WEIGHT _____
CITY STATE ZIP _____		UNDER 18 <input type="checkbox"/>			
<b>VEHICLE</b>	DR. LIC. _____ STATE _____ CDL _____ EXPIR. DATE _____ DATE OF BIRTH _____		REGISTR. NO. _____ STATE _____ YEAR _____ US DOT # _____		
	MAKE _____ YEAR _____ COLOR _____		053 <input type="checkbox"/> PEDESTRIAN 081 <input type="checkbox"/> TRAIL/SEMI-TRAIL 052 <input type="checkbox"/> PASSENGER CAR 084 <input type="checkbox"/> TRUCK		
	009 <input type="checkbox"/> BUS 086 <input type="checkbox"/> TRUCK TRACTOR 060 <input type="checkbox"/> RECREATIONAL VEH.		COM. MTR. VEH. YES <input type="checkbox"/> NO <input type="checkbox"/>		
	043 <input type="checkbox"/> MOTORCYCLE <input type="checkbox"/> OTHER CODE(S) _____		PLAC. HAZ. MAT. YES <input type="checkbox"/> NO <input type="checkbox"/> 16 OR MORE PASS. YES <input type="checkbox"/> NO <input type="checkbox"/>		

The Undersigned states that on \_\_\_/\_\_\_/\_\_\_ at \_\_\_ A.M. P.M. Defendant upon a Public Highway, or other Location, Specifically \_\_\_\_\_

Located in the County and State Aforesaid and Did Then and There Commit the Following Civil Law Violation:

<b>VIOLATION</b>	<input type="checkbox"/> 720 ILCS 550/4(a) - POSSESSION OF CANNABIS; NOT MORE THAN 10 GRAMS	
	OR	
	<input type="checkbox"/> 720 ILCS 600/3.5(c) - POSSESSION OF DRUG PARAPHERNALIA	
NATURE OF VIOLATION _____		
_____		
_____		

<b>EVIDENCE</b>	Associated Report #: _____ CAD #: _____	
	FIELD TEST COMPLETED YES <input type="checkbox"/> NO <input type="checkbox"/>	APPROXIMATE WEIGHT: _____ GRAMS
	LOCATION OF EVIDENCE WHEN RECOVERED _____	
	DESCRIPTION _____	
EVIDENCE RECEIVED FROM:		
SIGNATURE: X _____		

<b>COURT PLACE / DATE</b>	CIRCUIT COURT LOCATION, DATE AND TIME	
	ADDRESS / COURTHOUSE	
	CITY _____ IL _____ ZIP _____ ON _____ AT _____ A.M. P.M.	

**NO COURT APPEARANCE REQUIRED**  
 See instructions on top portion, back side of gold copy

Under penalties as provided by law for false certification pursuant to Section 1-109 of the Code of Civil Procedure and perjury pursuant to Section 32-2 of the Criminal Code of 2012, the undersigned certifies that the statements set forth in this instrument are true and correct.

MONTH / DAY / YEAR \_\_\_\_\_ OFFICER'S SIGNATURE \_\_\_\_\_ I.D. NO. \_\_\_\_\_

**NOTE: USE SEPARATE CIVIL LAW CITATION FOR EACH VIOLATION**

POLICE RECORD COPY BACKER  
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**NOTE: USE SEPARATE CIVIL LAW CITATION FOR EACH VIOLATION**

<b>VEHICLE DEFENDANT COMPLAINT</b>			<b>CL00000000</b>	
	CASE NO.	ISP DIST OCC	ISP DIST ASSIGN	<b>VIOLATOR</b>
	COUNTY OF	TOWNSHIP OF		
	<input type="checkbox"/> PEOPLE STATE OF ILLINOIS VS.		<input type="checkbox"/> CITY/ VILLAGE OF MUNICIPAL CORPORATION PLAINTIFF	
	NAME (Last) (First) (M I)		EYES	<input type="checkbox"/> Female <input type="checkbox"/> Male
	ADDRESS (Street) (Apt.)		HAIR	HEIGHT WEIGHT
	CITY STATE ZIP		UNDER 18 <input type="checkbox"/>	
	DR. LIC	STATE	CDL	EXPIR DATE DATE OF BIRTH
	REGISTR NO.	STATE	YEAR	US DOT #
	MAKE	YEAR	COLOR	
053 <input type="checkbox"/> PEDESTRIAN	081 <input type="checkbox"/> TRAIL/SEMI-TRAIL	052 <input type="checkbox"/> PASSENGER CAR	084 <input type="checkbox"/> TRUCK	
009 <input type="checkbox"/> BUS	086 <input type="checkbox"/> TRUCK TRACTOR	060 <input type="checkbox"/> RECREATIONAL VEH.		
043 <input type="checkbox"/> MOTORCYCLE	<input type="checkbox"/> OTHER CODE(S)			
		COM MTR VEH	YES <input type="checkbox"/> NO <input type="checkbox"/>	
		PLAC HAZ MAT	YES <input type="checkbox"/> NO <input type="checkbox"/>	
		16 OR MORE PASS	YES <input type="checkbox"/> NO <input type="checkbox"/>	

The Undersigned states that on \_\_\_/\_\_\_/\_\_\_ at \_\_\_ A.M. P.M. Defendant upon a Public Highway, or other Location, Specifically \_\_\_\_\_

Located in the County and State Aforesaid and Did Then and There Commit the Following Civil Law Violation:

<b>VIOLATION</b>	<input type="checkbox"/> 720 ILCS 550/4(a) - POSSESSION OF CANNABIS; NOT MORE THAN 10 GRAMS
	OR
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NATURE OF VIOLATION	
_____	
_____	

<b>EVIDENCE</b>	Associated Report #: _____ CAD #: _____
	FIELD TEST COMPLETED YES <input type="checkbox"/> NO <input type="checkbox"/> APPROXIMATE WEIGHT: _____ GRAMS
	LOCATION OF EVIDENCE WHEN RECOVERED _____
	DESCRIPTION _____
	EVIDENCE RECEIVED FROM: SIGNATURE <b>X</b>

<b>COURT PLACE / DATE</b>	CIRCUIT COURT LOCATION, DATE AND TIME
	ADDRESS / COURTHOUSE
	CITY <u>IL</u> ZIP _____ ON _____ AT _____ A.M. P.M.

**NO COURT APPEARANCE REQUIRED**  
 See instructions on top portion, back side of gold copy

Under penalties as provided by law for false certification pursuant to Section 1-109 of the Code of Civil Procedure and perjury pursuant to Section 32-2 of the Criminal Code of 2012, the undersigned certifies that the statements set forth in this instrument are true and correct.

MONTH / DAY / YEAR OFFICER'S SIGNATURE ID NO.

**NOTE: USE SEPARATE CIVIL LAW CITATION FOR EACH VIOLATION**

VIOLATOR COPY BACKER

**READ THESE INSTRUCTIONS CAREFULLY**

There is **"NO COURT APPEARANCE REQUIRED"** for this Citation. You have the following two (2) options:

1. If you wish to **"ADMIT TO THIS VIOLATION,"** complete the form entitled "ADMIT TO THIS VIOLATION" on the bottom half, of the back side, of the blue copy of the citation. Follow the instructions on that form and mail it with full payment of fine and costs. The amount of fine and costs for a Civil Law violation is \$120 per violation.

2. If you wish to **"CONTEST THIS VIOLATION,"** complete the form entitled "CONTEST THIS VIOLATION" on the top half, of the back side, of the blue copy and follow those instructions.

**NOTE:** Payment must be by cash, money order, certified check, bank draft, cashier's check, or traveler's check unless otherwise authorized by the clerk of the court. (DO NOT SEND CASH IN THE MAIL; use cash only if paying in person.)

**NOTICE**

**OF CONSENT FOR ENTRY OF JUDGMENT**

YOU ARE HEREBY NOTIFIED THAT:

In the event you fail to appear in court or answer the charge on the date set for your court appearance, or any date to which the case is continued, or you do not submit an admission to this violation to the clerk at least (3) days before that date, you thereby consent to the entry of a default judgment against you. The amount of fine and costs for a Civil Law violation is \$120 per violation.

**NOTE: USE SEPARATE CIVIL LAW CITATION FOR EACH VIOLATION**



CL00000000

<b>COMPLAINANT</b>	CASE NO.	ISP DIST OCC	ISP DIST ASSIGN.	<b>COURT COMMUNICATION</b>		
	COUNTY OF	TOWNSHIP OF				
	<input type="checkbox"/> PEOPLE STATE OF ILLINOIS VS.		<input type="checkbox"/> CITY/ VILLAGE OF MUNICIPAL CORPORATION PLAINTIFF		VS.	
	NAME (Last) (First) (M.I.)		EYES	<input type="checkbox"/> Female <input type="checkbox"/> Male		
	ADDRESS (Street) (Apt.)		HAIR	HEIGHT	WEIGHT	
	CITY STATE ZIP		UNDER 18 <input type="checkbox"/>			
	DR. LIC.	STATE	CDL	EXPIR. DATE	DATE OF BIRTH	
	REGISTR. NO.	STATE	YEAR	US DOT #		
	MAKE	YEAR	COLOR			
	053 <input type="checkbox"/> PEDESTRIAN 081 <input type="checkbox"/> TRAIL/SEMI-TRAIL 052 <input type="checkbox"/> PASSENGER CAR 084 <input type="checkbox"/> TRUCK		COM MTR VEH. YES <input type="checkbox"/> NO <input type="checkbox"/>			
009 <input type="checkbox"/> BUS 086 <input type="checkbox"/> TRUCK TRACTOR 060 <input type="checkbox"/> RECREATIONAL VEH.		PLAC HAZ MAT YES <input type="checkbox"/> NO <input type="checkbox"/>				
043 <input type="checkbox"/> MOTORCYCLE <input type="checkbox"/> OTHER CODE(S)		16 OR MORE PASS YES <input type="checkbox"/> NO <input type="checkbox"/>				

The Undersigned states that on \_\_\_/\_\_\_/\_\_\_ at \_\_\_ A.M. P.M. Defendant upon a Public Highway, or other Location, Specifically \_\_\_\_\_

Located in the County and State Aforesaid and Did Then and There Commit the Following Civil Law Violation:

<b>VIOLATION</b>	<input type="checkbox"/> 720 ILCS 550/4(a) - POSSESSION OF CANNABIS; NOT MORE THAN 10 GRAMS OR
	<input type="checkbox"/> 720 ILCS 600/3.5(c) - POSSESSION OF DRUG PARAPHERNALIA
	NATURE OF VIOLATION _____ _____ _____

<b>EVIDENCE</b>	Associated Report #: _____ CAD #: _____
	FIELD TEST COMPLETED YES <input type="checkbox"/> NO <input type="checkbox"/> APPROXIMATE WEIGHT: _____ GRAMS
	LOCATION OF EVIDENCE WHEN RECOVERED _____
	DESCRIPTION _____
	EVIDENCE RECEIVED FROM: SIGNATURE X _____

<b>COURT PLACE / DATE</b>	CIRCUIT COURT LOCATION, DATE AND TIME
	ADDRESS / COURTHOUSE
	CITY IL ZIP ON AT A.M. P.M.

**NO COURT APPEARANCE REQUIRED**  
See Instructions on top portion, back side of gold copy

Under penalties as provided by law for false certification pursuant to Section 1-109 of the Code of Civil Procedure and perjury pursuant to Section 32-2 of the Criminal Code of 2012, the undersigned certifies that the statements set forth in this instrument are true and correct.

MONTH DAY YEAR OFFICER'S SIGNATURE I.D. NO.

**NOTE: USE SEPARATE CIVIL LAW CITATION FOR EACH VIOLATION**

COURT COMMUNICATION COPY BACKER

**CONTEST THIS VIOLATION**

If you intend to **CONTEST THIS VIOLATION**:

1. Complete this form and mail at least TEN (10) work days before the date set for your court appearance noted on the bottom half of the front side of this citation (Court Place/Date section). **NOTE: Appearing in court may result in additional fine and fees.**
2. A new appearance date will be set and you will be notified of the time and place of your appearance. When you are notified of your new appearance date, you should come to court prepared for trial and bring any witnesses you may have. You will also have the opportunity to demand a trial by jury, which would occur at a later date. If you demand a trial by jury, additional fees may apply.

NAME \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

TELEPHONE NUMBER \_\_\_\_\_

3. Mail this form to the Clerk of the Court at the address noted in the "Court Place/Date" section on the bottom half of the front side of this citation.

**DO NOT MAIL ANYTHING TO THE POLICE DEPARTMENT**

**ADMIT TO THIS VIOLATION**

If you intend to **ADMIT TO THIS VIOLATION**:

1. Complete this form.
2. Mail this form, together with the fines and costs to the Clerk of the Court, at the address noted in the "Court Place/Date" section on the bottom half of the front side of this citation. You must mail this completed form, with the fine and costs, **no earlier than ten (10) work days** after the citation was issued (noted on the top half of the front side of the citation), and **no later than three (3) work days** before the court appearance date (noted on the bottom half of the front side of the citation in the "Court Place/Date" section). The fine and costs for a Civil Law violation is \$120 per violation.

**NOTE: Payment must be by cash, money order, certified check, bank draft, cashier's check, or traveler's check unless otherwise authorized by the clerk of the court. (DO NOT SEND CASH IN THE MAIL; use cash only if paying in person.)**

**ADMISSION TO VIOLATION AND WAIVER**

I, the undersigned, do hereby admit to the violation noted on the front side of this citation. I understand my right to a trial, that my signature to this admission will have the same force and effect as a judgment of court. I hereby **ADMIT TO THIS VIOLATION** on this citation, **GIVE UP** my right to trial, and agree to pay the fine and costs required.

VIOLATOR'S SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_ STREET \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

# ILLINOIS CIVIL LAW CITATION

## PRINTING INSTRUCTIONS

THE ATTACHED DOCUMENT IS A DRAFT COPY WHICH DOES NOT PURPORT TO REFLECT EITHER SPACING OR SIZE OF TYPE AND BECAUSE IT DOES NOT REFLECT APPROPRIATE COLORING FOR EACH LEAF, THE FOLLOWING INFORMATION IS PROVIDED:

(1) DIMENSIONS. THE OVERALL DIMENSION OF THE UNIFORM CIVIL LAW CITATION FORM SET WILL BE FOUR AND THREE-FOURTHS INCHES (4 3/4") IN WIDTH BY TEN INCHES (10") IN LENGTH. INCLUDED IN THE LENGTH (10") IS A THREE-FOURTHS INCH (3/4") PERFORATED TEAR-OFF STRIP AT THE TOP AND A FIVE-EIGHTHS INCH (5/8") PERFORATED TEAR-OFF STRIP AT THE BOTTOM.

(2) NUMBER OF LEAVES AND COLOR OF PAPER. EXCEPT AS PROVIDED BELOW, ALL UNIFORM CIVIL LAW CITATION FORMS SHALL INCLUDE THE FOLLOWING SIX LEAVES WHICH SHALL BE PRINTED ON THE COLOR OF PAPER AS FOLLOWS:

1. <u>COMPLAINT</u> COPY	WHITE
2. <u>EVIDENCE</u> COPY	CANARY
3. <u>COURT DISPOSITION</u> COPY	WHITE
4. <u>POLICE RECORD</u> COPY	GREEN
5. <u>VIOLATOR</u> COPY	GOLDEN ROD
6. <u>COURT COMMUNICATION</u> COPY	BLUE

UPON A WRITTEN REQUEST BY A LAW ENFORCEMENT AGENCY TO THE CLERK OF THE CIRCUIT COURT, THE CHIEF JUDGE OF THAT CIRCUIT MAY, WITH CONCURRENCE OF THE CLERK OF THE CIRCUIT COURT, REQUEST THE CONFERENCE OF CHIEF CIRCUIT JUDGES TO AUTHORIZE THE OMISSION OF THE COURT DISPOSITION COPY.

(3) FACE OF THE CITATION.

(a) ALL PRINTING ON THE FACE OF ALL COPIES OF THE UNIFORM TICKET WILL BE IN BLACK LETTERING, EXCEPT FOR THE FOLLOWING:

(1) THE FOLLOWING WILL BE PRINTED AS A RED BAR WITH WHITE LETTERING:

- (a) TITLES TO EACH BOX
- (b) THE VEHICLE USE BOX

(2) THE FOLLOWING WILL BE IN RED PRINT:

- (a) THE TICKET NUMBER.
- (b) THE TITLES TO EACH LEAF: COMPLAINT, EVIDENCE, COURT DISPOSITION, POLICE RECORD, VIOLATOR, AND COURT COMMUNICATION.
- (c) THE PRINTING UNDER 18 AND CHECKBOX LOCATED WITHIN THE DEFENDANT BOX.
- (d) THE PRINTING OF THE WORDS IN THE VEHICLE USE SECTION
- (d) THE PRINTING OF THE WORDS NO COURT APPEARANCE REQUIRED BELOW THE COURT PLACE/DATE BOX AND THE BOX OUTLINE AROUND THE WORDS.

(b) THE FOLLOWING OPTIONAL INFORMATION MAY BE ADDED TO THE FACE OF EACH LEAF:

- (1) THE WORDS "ILLINOIS CIVIL LAW CITATION -- ILLINOIS STATE POLICE" (OR OTHER APPROPRIATE WORDING IDENTIFYING THE LAW ENFORCEMENT ENTITY OR MUNICIPALITY, IN THE CASE OF FORMS PRINTED AND ADAPTED FOR USE BY A MUNICIPALITY) MAY BE PRINTED AT THE TOP OF EACH COPY OF THE FORM.
- (2) A BAR CODE MAY BE PLACED ABOVE THE CASE NO. FIELD IN THE COMPLAINT BOX.
- (3) PRINT THE ADDRESS OF THE COURTHOUSE IN THE COURT PLACE/DATE BOX.

(c) THE PRINTING OF THE WORDS IN THE BOXES BELOW WILL BE SCREENED SO THEY CAN BE WRITTEN OVER:

- (1) DEFENDANT BOX: (Last), (First), (M.I.) on the NAME LINE; (Street), (Apt.) on the ADDRESS LINE; and STATE on the DR. LIC. LINE.
- (2) VIOLATION BOX: NATURE OF VIOLATION
- (3) COURT PLACE/DATE BOX: CITY AND ZIP, IF NOT PRINTED AS PROVIDED IN (3)(b)(3), ABOVE.

(d) THE PERFORATED TEAR-OFF STRIP AT THE TOP AND AT THE BOTTOM OF THE COMPLAINT COPY OF THE UNIFORM CIVIL LAW CITATION SHALL HAVE IMPRINTED, IN BLACK, THE FOLLOWING WORDING:

**NOTE: USE SEPARATE CIVIL LAW CITATION  
FOR EACH VIOLATION**

ON THE PERFORATED TEAR-OFF STRIPS ON THE OTHER FIVE LEAVES, THE PRINTING OF THIS WORDING IS OPTIONAL.

**FILED**

MAY 25 2017

**SUPREME COURT  
CLERK**

(4) BACK OF THE CITATION.

- (a) APPROPRIATE PRINTING ON THE BACK SIDE OF THE POLICE RECORD COPY IS OPTIONAL.
- (b) THE PRINTING ON THE BACK SIDE OF THE COMPLAINT, EVIDENCE, COURT DISPOSITION, POLICE RECORD, VIOLATOR, AND COURT COMMUNICATION COPIES OF THE UNIFORM TICKET WILL BE IN BLACK LETTERING.

(5) **NO ADDITIONAL MODIFICATIONS TO THE PRINTING OF THE UNIFORM CIVIL LAW CITATION ARE AUTHORIZED.**