THE CONFERENCE OF CHIEF CIRCUIT JUDGES

Administrative Office of the Illinois Courts

Hon. David A. Hylla Chair
Madison County Courthouse
155 North Main State Street, Suite 405
Edwardsville, IL 62025
(618) 296-4884 (ph)
(618) 692-7475 (fax)
dahylla@co.madison.il.us

Administrative Office of Illinois Courts
222 N. LaSalle Street, 13th Floor
Chicago, IL 60601

3101 Old Jacksonville Road
Springfield, IL 62704

April 23, 2019

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

Re: Electronic Citation and Complaint Form

Dear Ms. Grosboll:

The Conference of Chief Circuit Judges, at its meeting on April 12, 2019, approved changes to the Electronic Citation and Complaint Packet (e-Citation Form Packet). The approved updates are part of the comprehensive systematic and procedural changes resulting from the enactment of the Criminal and Traffic Assessment Act and recent updates coordinating the Article V Supreme Court Rules with the Act.

On behalf of the Conference of Chief Circuit Judges, I hereby submit the approved e-Citation Form packet [including the program guidelines, revised forms, revised printing instructions, and data exchange formats] to your office for filing pursuant to Supreme Court Rule 552. The revised e-Citation Form packet is effective July 1, 2019. Electronically issued citations should reflect the correct information, provided herein, on all citations issued on or after July 1, 2019.

Respectfully,

David A. Hylla, Chair
Conference of Chief Circuit Judges

Enclosure

FILED
APR 26 2019
SUPREME COURT
CLERK

Electronic Citation Program

Conference of Chief Circuit Judges

Approved
February 15, 2013

Revised
Effective: July 1, 2019

FILED
APR 26 2019
SUPREME COURT
CLERK

Guidelines

Implementation of Electronic Citation Program

The implementation of an Electronic Citation Program (e-Citation) is authorized in any county, except Cook County, within the State of Illinois by the Illinois State Police. The ISP may implement the approved electronic citation program using an 8 ½" x 11" citation form, which must be accepted for filing by circuit clerks in the remaining 101 Illinois counties.

The implementation of an e-Citation program by local law enforcement may be authorized in any county upon the submission of a written request from each law enforcement agency to the Chief Judge of the Circuit (Chief Judge) and the Clerk of the Circuit Court (Circuit Clerk).

The following criteria shall be met by each vendor and e-Citation program prior to implementation being authorized by the Circuit Clerk:

- ☐ The Circuit Clerk has been approved and is actively participating in the Automated Disposition Reporting Program. In the event that the Automated Disposition Reporting Program is suspended after an e-Citation program is implemented, appropriate procedures must be implemented to ensure proper reporting of disposition information to the recipient agencies during the suspension.

- ☐ The citation form and format shall meet the minimum standards for electronic citations approved by the Conference of Chief Circuit Judges (Conference) and filed with the Clerk of the Supreme Court pursuant to Supreme Court Rule 552.

- ☐ Identify the vendor performing the electronic citation functions and include a copy of each page of the citation form indicating the type of paper (bond or thermal) to be used.

- ☐ The application for court supervision and/or traffic safety school for counties which have been authorized to accept supervision by mail pursuant to Supreme Court Rule 529(c) must meet the requirements of Supreme Court Rules and the Traffic Safety Program Standards adopted by the Conference.

- ☐ Each citation shall be filed with the Circuit Clerk and contain the signature(s) of the issuing officer and, when required, the violator. Electronic filing and electronic signatures may be applied only in counties authorized by the Supreme Court.

- ☐ Data and document exchange formats may be implemented at the discretion of the Circuit Clerk.

Citation Forms

ILLINOIS CITATION AND COMPLAINT

XXXXXXXXXX

DCN:

COMPLAINT

COMPLAINT

Case No.	ISP Dist. Occ.	ISP Dist. Assgn.
County of	Township of	TWP. ☐ RD.

☐ PEOPLE STATE OF ILLINOIS ☐ CITY/VILLAGE OF MUNICIPAL CORPORATION PLAINTIFF VS.

DEFENDANT

NAME SID #

LAST FIRST MIDDLE NAME

ADDRESS EYES ☐ Female ☐ Male

STREET Apt.

CITY STATE ZIP HAIR HEIGHT WEIGHT

DR. LIC. STATE CDL EXPIR. DATE DOB

The Undersigned states that on _____ at _____
Defendant did unlawfully operate:

VEHICLE

REG. NO.	STATE	MO/YEAR	US DOT #
MAKE		YEAR	COLOR
TYPE	VEHICLE USE: COMMERCIAL MOTOR VEHICLE YES ☐ NO ☐ PLACARDED HAZ. MATERIAL YES ☐ NO ☐ 16 OR MORE PASS. VEHICLE YES ☐ NO ☐		

Or as a Pedestrian or Passenger, and upon a Public Highway, or other Location, Specifically _____

Located in the County and State Aforesaid and Did Then and There Commit the Following Offense ☐ URBAN DISTRICT

VIOLATION

☐ ILCS ☐ Local Ordinance

Chapter _____ Act _____ Section _____

Nature of Offense: _____

INCIDENT

ACCIDENT TYPE:

Report No.: CAD No.:

Visibility: Road Conditions:

Method: Notations:

RELEASE

METHOD OF RELEASE: Total Bond/Bail Posted: _____

WITHOUT ADMITTING GUILT, I promise to comply with the terms of this Ticket and Release.

Signature X: _____

Court Place/Date

CIRCUIT COURT LOCATION, DATE AND TIME

Court Location:

Date: Time:

☐ NO COURT APPEARANCE REQUIRED

☐ COURT APPEARANCE REQUIRED

SEE INSTRUCTIONS in the column to the right.

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 Signature ID No.

Read These Instructions Carefully

INSERT APPROPRIATE TEXT FROM THE PRINTING INSTRUCTIONS, INSTRUCTIONS TO THE VIOLATOR SECTION.

Method of Release - Failure to Appear

The method of release is noted in the "Release" section. The re sult of your failure to appear or pay this ticket is determined b the method of release identified below and whether your ticket i marked "Court Appearance Required" or "No Court Appearance Re quired" and may result in either a judgment of confiction being er tered against you for fine, penalties, assessments, and costs a provided in the NOTICE OF CONSENT FOR ENTRY OF JUDG MENT; or, the court may order other consequences identified below

INSERT APPROPRIATE TEXT FROM THE PRINTING INSTRUCTIONS, RELEASE SECTION.

Notice of Consent for Entry of Judgment

If you were charged with an offense which does not require a court appearance, YOU ARE HEREBY NOTIFIED THAT:

If you do not satisfy the charge(s) against you prior to the date set for your appearance or any date to which the case is continued, you do not submit a written plea of guilty to the Clerk at least three (3) days before the date, and you fail to answer the charge(s) or appear in court when required, you thereby consent to the entry of a judgment of conviction against you in the amount of the statutory minimum fine, plus the assessment in the applicable schedule for the charged offenses as provided in the Criminal and Traffic Assessment Act (705 ILCS 135/1 et seq.). The total amount assessed may be greater than the amount assessed on a guilty plea. Any cash bail or other security you have deposited will be applied toward payment. If you are an Illinois Driver and you fail to pay in full any judgments imposed, a notice will be sent to the Secretary of State and your driver's license will not be renewed, reissued, or reclassified, until full payment is received.

ILLINOIS CITATION AND COMPLAINT

XXXXXXXXXX

DCN:

VIOLATOR

COMPLAINT

Case No.	ISP Dist. Occ.	ISP Dist. Assgn.
County of	Township of	TWP. ☐ RD.

☐ PEOPLE STATE OF ILLINOIS ☐ CITY/VILLAGE OF MUNICIPAL CORPORATION PLAINTIFF VS.

DEFENDANT

NAME SID #

LAST FIRST MIDDLE NAME

ADDRESS EYES ☐ Female ☐ Male

STREET Apt.

CITY STATE ZIP HAIR HEIGHT WEIGHT

DR. LIC.	STATE	CDL	EXPIR. DATE	DOB

The Undersigned states that on _____ at _____
Defendant did unlawfully operate:

VEHICLE

REG. NO.	STATE	MO/YEAR	US DOT #
MAKE		YEAR	COLOR
TYPE	VEHICLE USE: COMMERCIAL MOTOR VEHICLE YES ☐ NO ☐ PLACARDED HAZ. MATERIAL YES ☐ NO ☐ 16 OR MORE PASS. VEHICLE YES ☐ NO ☐		

Or as a Pedestrian or Passenger, and upon a Public Highway, or other Location, Specifically _____

Located in the County and State Aforesaid and Did Then and There Commit the Following Offense ☐ URBAN DISTRICT

VIOLATION

☐ ILCS ☐ Local Ordinance

Chapter _____ Act _____ Section _____

Nature of Offense: _____

INCIDENT

ACCIDENT TYPE:

Report No.: CAD No.:
Visibility: Road Conditions:
Method: Notations:

RELEASE

METHOD OF RELEASE: Total Bond/Bail Posted: _____

WITHOUT ADMITTING GUILT, I promise to comply with the terms of this Ticket and Release.

Signature X: _____

Court Place/Date

CIRCUIT COURT LOCATION, DATE AND TIME

Court Location:

Date: Time:

☐ NO COURT APPEARANCE REQUIRED
☐ COURT APPEARANCE REQUIRED

SEE INSTRUCTIONS in the column to the right.

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 Signature ID No.

Read These Instructions Carefully

INSERT APPROPRIATE TEXT FROM THE PRINTING INSTRUCTIONS, INSTRUCTIONS TO THE VIOLATOR SECTION.

Method of Release - Failure to Appear

The method of release is noted in the "Release" section. The re sult of your failure to appear or pay this ticket is determined b the method of release identified below and whether your ticket i marked "Court Appearance Required" or "No Court Appearance Re quired" and may result in either a judgment of confiction being er tered against you for fine, penalties, assessments, and costs a provided in the NOTICE OF CONSENT FOR ENTRY OF JUDG MENT; or, the court may order other consequences identified below

INSERT APPROPRIATE TEXT FROM THE PRINTING INSTRUCTIONS, RELEASE SECTION.

Notice of Consent for Entry of Judgment

If you were charged with an offense which does not require a court appearance, YOU ARE HEREBY NOTIFIED THAT:

If you do not satisfy the charge(s) against you prior to the date set for your appearance or any date to which the case is continued, you do not submit a written plea of guilty to the Clerk at least three (3) days before the date, and you fail to answer the charge(s) or appear in court when required, you thereby consent to the entry of a judgment of conviction against you in the amount of the statutory minimum fine, plus the assessment in the applicable schedule for the charged offenses as provided in the Criminal and Traffic Assessment Act (705 ILCS 135/1 et seq.). The total amount assessed may be greater than the amount assessed on a guilty plea. Any cash bail or other security you have deposited will be applied toward payment. If you are an Illinois Driver and you fail to pay in full any judgments imposed, a notice will be sent to the Secretary of State and your driver's license will not be renewed, reissued, or reclassified, until full payment is received.

ILLINOIS CITATION AND COMPLAINT

XXXXXXXXXX

DCN:

COURT COMMUNICATION

COMPLAINT

Case No.	ISP Dist. Occ.	ISP Dist. Assgn.
County of	Township of	TWP. ☐ RD.

☐ PEOPLE STATE OF ILLINOIS ☐ CITY/VILLAGE OF MUNICIPAL CORPORATION PLAINTIFF VS.

DEFENDANT

NAME			SID #
LAST	FIRST	MIDDLE NAME	
ADDRESS / STREET	Apt.	EYES	☐ Female ☐ Male
CITY STATE ZIP		HAIR / HEIGHT	WEIGHT
DR. LIC.	STATE / CDL	EXPIR. DATE	DOB

The Undersigned states that on _____ at _____
Defendant did unlawfully operate:

VEHICLE

REG. NO.	STATE	MO/YEAR	US DOT #
MAKE		YEAR	COLOR
TYPE	VEHICLE USE:		

COMMERCIAL MOTOR VEHICLE	YES ☐	NO ☐
PLACARDED HAZ. MATERIAL	YES ☐	NO ☐
16 OR MORE PASS. VEHICLE	YES ☐	NO ☐

Or as a Pedestrian or Passenger, and upon a Public Highway, or other Location, Specifically _____

Located in the County and State Aforesaid and Did Then and There Commit the Following Offense ☐ URBAN DISTRICT

VIOLATION

☐ ILCS ☐ Local Ordinance

Chapter _____ Act _____ Section _____

Nature of Offense: _____

INCIDENT

ACCIDENT TYPE:

Report No.: CAD No.:
Visibility: Road Conditions:
Method: Notations:

RELEASE

METHOD OF RELEASE: Total Bond/Bail Posted: _____

WITHOUT ADMITTING GUILT, I promise to comply with the terms of this Ticket and Release.

Signature X: _____

Court Place/Date

CIRCUIT COURT LOCATION, DATE AND TIME

Court Location:

Date: Time:

☐ NO COURT APPEARANCE REQUIRED
☐ COURT APPEARANCE REQUIRED

SEE INSTRUCTIONS in the column to the right.

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 Signature ID No.

Avoid Multiple Court Appearances

If you intend to plead NOT GUILTY to the ticket:

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 ticket (Court Place/Date Section).
2. Indicate what kind of trial you want - mark only one box, complete the address section below and follow the mailing instructions in number 3 below.

I WISH TO PLEAD NOT GUILTY AND REQUEST:

☐ A. Trial by Judge
☐ B. Trial by Jury

A new appearance date will be set and you will be notified of the tim and date of trial. **Do not come to court until you are notified.** Whe you are notified, you should come to court prepared for trial and brin any witnesses you may have.

Name _____

Mailing Address _____

City/State/Zip _____

Telephone Number _____

3. Mail this form to the Clerk of the Court, Traffic Section, at the address noted in the "Court Place/Date" section on the bottom half of the ticket.

DO NOT MAIL TO THE POLICE DEPARTMENT

GUILTY PLEA

If you intend to plead GUILTY to the ticket and No Court Appearanc is Required.

1. Complete this form.
2. Mail this form, together with the applicable payment to the Cler of the Court, Traffic Section, at the address noted in the "Court Place Date" section on the bottom half of the ticket. You must mail this com pleted form, with the total applicable payment, **no earlier than te (10) work days** after the ticket was issued (noted on the top hal below "Defendant" section, of the ticket), **and no later than three (3 work days** before the court appearance date noted on the bottom ha of the ticket in the "Court Place/Date" section or as may have bee provided by the clerk of the court.

FINES, PENALTIES, ASSESSMENTS, AND COSTS

The amount of payment for offenses where court appearances ar not required is:

(a) $164.00 for any violation under the Illinois Vehicle Code (62 ILCS 5/1 et seq.) defined as a minor traffic offense pursuant to Su preme Court Rule 501(f), except (b) below;

(b) $260.00 plus the minimum fine set by statute for truck over weight and permit violations under 3-401(d), 15-111, 15-113.1, 15 113.2 or 15-113.3 of the Illinois Vehicle Code (625 ILCS 5/3-401(d) 15-111, 15-113.1, 15-113.2 or 15-113.3);

(c) $195.00 for any violation defined as a Conservation Offens under Supreme Court Rule 501(c) for which civil penalties are nc required.

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

PLEA OF GUILTY AND WAIVER

I, the undersigned, do hereby plead guilty to the charge noted on thi ticket, which does not require a court appearance. I understand m right to a trial, that my signature to this plea of guilty will have the sam force and effect as a conviction by the court and that this record wi be sent to the Secretary of State of this State (or of the State wher I received my license to drive). I hereby PLEAD GUILTY to the sai offense on this ticket, GIVE UP my right to trial, and agree to pay th amount required.

Defendant's Signature Date

Mailing Address Street

City State Zip

Printing Instructions

THE CONFERENCE OF CHIEF CIRCUIT JUDGES

Administrative Office of the Illinois Courts

Hon. Michael D. Kramer Chair
Kankakee County Courthouse
450 E Court Street
Kankakee, IL 60901
(815) 937-2915 (ph)
(815)937-3903 (fax)
mkramer@k3county.net

Administrative Office of Illinois Courts
222 N. LaSalle Street, 13th Floor
Chicago, IL 60601

3101 Old Jacksonville Road
Springfield, IL 62704

July 15, 2020

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

Re: Printing Instructions for the Electronic Citation and Complaint Form

Dear Ms. Grosboll:

The Conference of Chief Circuit Judges, at its meeting on January 17, 2020, approved changes to the Electronic Printing Instructions for the Electronic Citation and Complaint Form. The approved updates are a result of Public Act 101-0457, effective 1/1/20, regarding thermal paper as it relates to the Illinois Uniform Citation and Complaint forms.

On behalf of the Conference of Chief Circuit Judges, I hereby submit the approved printing instructions to your office for filing pursuant to Supreme Court Rule 552. The updated printing instructions are effective immediately.

Respectfully,

Michael D. Kramer, Chair
Conference of Chief Circuit Judges

Enclosure

FILED
JUL 15 2020
SUPREME COURT
CLERK

ILLINOIS e-CITATION AND COMPLAINT

PRINTING and DISPLAY INSTRUCTIONS

The attached electronic citation, hereafter referred to as the "e-Citation," document is a copy which does not purport to reflect either spacing or size of type and therefore the following is provided.

(1) DIMENSIONS

The overall dimension of the uniform e-Citation form may conform to the paper citations filed with the Clerk of the Supreme Court which may be printed on 8 ½ x 11 paper, or printed as a continuous form approximately 4½ inches in width.

If 8 ½ x 11 paper is used, a two-column format is required. The citation shall appear on approximately the left 4½ inches of the page. The instructions to the violator shall appear on the right side of the page.

If a continuous form is used, the citation shall appear first, followed by the instructions to the violator or the instructions may appear on the reverse side of the citation. This format shall be used for each copy of the e-Citation required to be printed as provided in Number 3, below.

(2) DEFINITION(S)

The definition of "paper" for an e-Citation must be in compliance with Supreme Court Rule and Illinois law and have a minimum of 20-year life quality.

(3) NUMBER OF COPIES TO BE PRINTED

The following information shall be printed on the three (3) copies of the e-Citation.

(a) Complaint Copy – Citation Face, Instructions to the Violator, Failure to Appear-Admonishments to the Violator, and Notice of Consent for Entry of Judgment.

(b) Violator Copy – Citation Face, Instructions to the Violator, Failure to Appear-Admonishments to the Violator, Notice of Consent for Entry of Judgment, and, if applicable, Optional Instructions for Agencies Exempt from Supreme Court Rule 505.

(c) Court Communication Copy – Citation Reference, Avoid Multiple Court Appearances, Guilty Plea and Waiver, and, if applicable, Optional Instructions for Agencies Exempt from Supreme Court Rule 505.

The Violator and Court Communication copies of the citation shall be printed at the time of issuance. Additional copies of the citation may be printed at the request of the violator, as required by the clerk for disposition reporting, or as may be desired by the issuing agency.

FILED
JUL 15 2020
SUPREME COURT CLERK

(4) FACE OF THE CITATION

General Instructions

(a) All printing on the e-Citation shall be in black.

(b) There shall be seven (7) specific boxes provided on each e-Citation. Each box shall be labeled vertically on the left side of the e-Citation (as provided in the sample Citation Forms in this packet) or horizontally in the upper left corner of the box.

i. Complaint Box
ii. Defendant Box
iii. Vehicle Box
iv. Violation Box
v. Incident Box
vi. Release Box
vii. Court Place/Date Box

(c) Only one violation shall be printed on each e-Citation.

(d) When content on the e-Citation has multiple value options, only the value(s) that the officer selects, as provided herein, shall be printed on the citation.

Each of the boxes shall contain the information as it appears on the attached e-Citation form. Codified fields identified in Appendixes E - I may be printed showing the literal display portion of the data or the preceding 3-letter code (e.g., BLK-Black would be printed as "Black"). The following fields may contain data that must be adjusted according to the text length, should be dynamically sized according to the text required to be displayed: the date and time of the violation, the specific location of the violation, the actual and posted speed limits, the report number section, and the Notations section.

(e) Complaint Box

i. The words "Illinois Citation and Complaint - - Illinois State Police" (or other issuing agency) shall be printed at the top of each copy of the e-Citation.
ii. A unique issuing agency e-Citation Number shall be printed in the upper right corner in a minimum of 14 point font.
iii. The title of the e-Citation copy (e.g., COMPLAINT) shall be printed below the DCN data box and in the same font size as the issuing agency e-Citation Number.
iv. ISP District of Occurrence and Assignment may be replaced with appropriate Beat/Section identifiers of the issuing agency.
v. A bar code may (optional) be printed above the case number field.
vi. "TWP. RD." and checked box shall be printed, when applicable.
vii. One of two check boxes shall be marked and printed to identify the charging entity (People State of Illinois or City/Village of Municipal Corporation, Plaintiff).

(f) Defendant Box

i. Defendant Height shall appear in Feet (') and Inches (") with the appropriate single or double quotes.
ii. Defendant Weight shall appear in pounds.

iii. Defendant Eyes (i.e., eye color): shall use the list provided in Appendix E: Defendant Eye Color.
iv. Defendant Hair (i.e. hair color): shall use the list provided in Appendix F: Defendant Hair Color.
v. CDL Box shall contain one of two codes: "Y" if the Defendant has a CDL license and contain an "N" if the Defendant does not have a CDL license. It shall not be defaulted to "N," but require the user to select the appropriate value.
vi. One or both checkboxes must be printed with the appropriate check box marked to identify the gender of the violator (Male or Female).

(g) Between the Defendant and Vehicle Boxes the following text shall be printed.

"The Undersigned states that on *(date)* at *(time, AM or PM)* defendant did unlawfully operate:"

(h) Vehicle Box
i. Vehicle Type: shall use one or more of the vehicle types provided in Appendix G: Vehicle Type, as appropriate.
ii. Vehicle Color: shall use the list provided in Appendix H: Vehicle Color, and appear on the same line as the vehicle for which it applies, as appropriate.
iii. Vehicle Use (Commercial Motor Vehicle, Placarded Haz. Material, and 16 or More Pass. Vehicle): shall be printed as it appears on the sample e-Citation form, and shall not be defaulted to "no," but require the user to select the appropriate value for each of the vehicle use options.

(i) Between the Vehicle and Violation Boxes the following text shall appear:

"or, as a Pedestrian or Passenger, and upon a Public Highway, or other Location, Specifically *(specific location)* located in the County and State Aforesaid and Did Then and There Commit the Following Offense." When applicable, a checked box and the words "Urban District" shall be printed as identified on the citation sample.

(j) Violation Box
i. This box shall contain only a single violation.
ii. One of two check boxes must be marked and printed to identify the level of government of the violation (i.e., ILCS or Local Ordinance).
iii. If an Illinois Compiled Statute (ILCS) is cited, the full ILCS citation containing Chapter, Act and Section/Paragraph must be formatted and printed as required by law (i.e., 625 ILCS 5/11-601(b)).
iv. If a Local Ordinance is cited, the full local ordinance citation must be formatted and printed as codified by the local municipality.

v. For a speeding violation (e.g., 625 ILCS 5/11-601(b), 11-601.5, etc.), the posted limit and vehicle speed must be printed as follows:
(actual) MPH in a *(posted)* MPH Zone

vi. Below the cited violation, a literal notation for the Nature of Offense shall be printed. Abbreviations or acronyms shall not be used.

vii. The applicable seven digit Offense Code identified in the AOIC Offense Code Table may be included and printed immediately following the ILCS or local ordinance citation, as follows: Offense Code: *(7 digit code).*

(k) Incident Box

i. Accident Type must be printed with the appropriate selection from the options below:
- ☐ Space or None
- ☐ I-Driver Injury Only
- ☐ V-Vehicle/other property damage
- ☐ P-Personal Injury
- ☐ D-Death/Fatal

ii. Report Number(s)
This is the field report number or crash report number, if any, completed by the officer as specified by the issuing agency. The "Report No." label may be modified to display the type of report, (i.e. "Field Report No., Crash Report No.").

iii. Road Conditions, Visibility, and Method: One or more of the applicable road conditions, visibility, and method may be selected from Appendix I – Incident Section: Road Conditions, Visibility, and Method.

iv. Notations : Notations are optional.

(l) Release Box

Only the method of release used by the violator shall be printed.

01-No Bond
This bond type shall be followed by the location of confinement.

02-Illinois Driver's License

03- Individual Bond (*)
This bond type shall be followed by the amount of the full bond guaranteed by the violator.

04-Cash Bail (full)
This security shall be followed by the amount of the full bond.

05-Bond Card
This bail type shall be followed by the bond card number and issuing company.

06-10% Cash Bail (10% Deposit Bail)
This security shall be followed by the 10% amount posted.

07-DUI Bond (DL + $1000 or 10% or Individual Bond)
This security shall be followed by the actual bail posted by the violator:

☐ DL and ☐ Cash Bail (full) or ☐ 10% Deposit Bail or ☐ Individual Bond as appropriate. The actual amount of cash shall be displayed when the full or 10% bail is posted.

10- Bond on Companion Case

This security_shall be followed by the companion citation number where the method of release was identified and may contain the document identifier of the separate document.

13-Notice to Appear

14-Promise to Comply (*)

15-E- Bail

This security shall be followed by the amount and "authorization number" approving the electronic bail amount.

* No signature shall be required by the violator for a violation classified as a petty offense; when the violator is released on a recognizance or individual bond or a promise to comply for any other classified offense, a signature shall be provided by the violator. The following text and signature line shall be printed on the citation in this box when the violator is required to sign the citation:

"WITHOUT ADMITTING GUILT, I promise to comply with the terms of this Ticket and Release.

Signature X _____"

(m) Court Place/Date Box

i. "CIRCUIT COURT LOCATION, DATE, and TIME" shall be printed in this box.

Additionally, the following information shall be printed.

ii. The name of the circuit court in which the violator is to appear.

iii. The address for the court location, which shall include:

1. Any branch or district, where applicable
2. Street number and street name
3. City, State, and Zip Code

iv. The appearance date

v. The appearance time, including the appropriate AM or PM indication.

vi. The courtroom number, where available.

vii. Below the court location, date, and time, the violator's appearance requirement shall be printed in a minimum of 14 point font. Only mark and print the appropriate requirement on the e-Citation, as follows:

☐ NO COURT APPEARANCE REQUIRED

or

☐ COURT APPEARANCE REQUIRED

For agencies exempt from Supreme Court rule 505, the following text may be printed in the Court Place/Date box in lieu of the court

date. It is acceptable to incorporate the court location on a single line to accommodate the text below.

"The clerk of the court will notify you of your court date which shall be not less than 14 days but within 60 days of the date of the violation noted above."

(n) The officer must also sign the citation, as authorized. After the Court Place/Date Box the text for the officer's verification and signature shall be printed, as follows.

"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.

(5) INSTRUCTIONS TO THE VIOLATOR

The Complaint and Violator copies of the e-Citation shall include specific instructions to the violator regarding directions based upon the e-Citation issued, as specified in this Section and Sections 6 and 7 of these Instructions.

The following text shall be printed **exactly** as provided below.

Read These Instructions Carefully

(a) If a Court Appearance is required, only the following text shall be printed.

Your ticket has been marked [X] COURT APPEARANCE REQUIRED. You are required to come to court on the date, time and place noted in the COURT PLACE/DATE section on the ticket.

However, if you want to plead "NOT GUILTY", complete the portion of these instructions entitled "Avoid Multiple Court Appearances" and mail to the clerk of the circuit court identified in the COURT PLACE/DATE section.

(b) If No Court Appearance is required, only the following text shall be printed.

Your ticket has been marked [X] NO COURT APPEARANCE REQUIRED. You have the following two (2) options:

1. If you wish to plead "GUILTY", complete the "PLEA OF GUILTYAND WAIVER" provided and follow those instructions. Mail the guilty plea with full payment of in the applicable amount noted below:

Fine, Penalties, Assessments, and Costs

The amount of payment for offenses where court appearances are not required is:

(a) **$164.00 for any violation under the Illinois Vehicle Code** (625 ILCS 5/1 et seq.) defined as a minor traffic offense pursuant to Supreme Court Rule 501(f), except (b) below;

(b) **$260.00 plus the minimum fine set by statute for truck overweight and permit violations** under 3-401(d), 15-111, 15-113.1, 15-113.2 or 15-113.3 of the Illinois Vehicle Code (625 ILCS 5/3-401(d), 15-111, 15-113.1, 15-113.2 or 15-113.3);

(c) **$195.00 for any violation defined as a Conservation Offense** under Supreme Court Rule 501(c) for which civil penalties are not required.

2. Text shall be included regarding the payment options authorized by the Circuit Clerk.

3. If you wish to plead "NOT GUILTY", complete the portion of the form entitled "Avoid Multiple Court Appearances" and follow those instructions. If you are found guilty, the total amount assessed may be greater than the amount assessed on a guilty plea.

4. Additional text may be included regarding Electronic Pleas of Guilty Programs as authorized by the Illinois Supreme Court.

(6) FAILURE TO APPEAR-ADMONISHMENTS TO THE VIOLATOR

METHOD OF RELEASE OPTIONS: Based upon the method of release and offense, one or more of the following release options shall appear on the Violator and Complaint copies of the citation, in the admonishment text. The Failure to Appear section and the Notice of Consent for Entry of Judgment is required to be printed immediately following or adjacent to the method of release option text.

i. CASH BAIL
   1. FULL CASH BAIL
      a. **No Court Appearance Required**: A judgment of conviction may be entered against you as noted above.
      b. **Court Appearance Required**: A judgment of conviction may be entered for the FULL amount of the bond, and/or the court may issue a warrant for your arrest. Any cash deposited will be applied toward the judgment.
   2. 10% CASH BAIL

      A judgment of conviction may be entered against you for the FULL amount of the bond and/or the court may issue a warrant for your arrest. Any cash deposited will be applied toward the judgment.

ii. ILLINOIS DRIVER'S LICENSE
Your driving privileges may be suspended, and/or the court may issue a warrant for your arrest.

iii. BOND CARD
1. **No Court Appearance Required**: Your card will be sent to the issuing company for payment.

2. **Court Appearance Required**: The card will be sent to the issuing company for payment. Or, instead, a judgment of conviction may be entered for the FULL amount of the bond, and/or the court may issue a warrant for your arrest.

iv. BOND DEPOSITED ON COMPANION CASE (See RELEASE section on e-Citation)
The security which has been posted in another ticket or document also covers this ticket.

v. NO BOND
You were unable to secure release with the arresting officer at the time this ticket was issued.

vi. NOTICE TO APPEAR
The court may issue a warrant for your arrest.

vii. PROMISE TO COMPLY
A notice of suspension of your driving privileges will be sent to your licensing state; or, the court may issue a warrant for your arrest.

viii. INDIVIDUAL BOND
A judgment of conviction may be entered for the FULL amount of the bond, and/or the court may issue a warrant for your arrest.

(7) NOTICE OF CONSENT FOR ENTRY OF JUDGMENT
The Notice of Consent for Entry of Judgment shall be printed at the end of the Instructions to the Violator portion on the Complaint and Violator's copies of the e-Citation.

NOTICE
OF CONSENT FOR ENTRY OF JUDGMENT

If you were charged with an offense which does not require a court appearance, YOU ARE HEREBY NOTIFIED THAT:

If you do not satisfy the charge(s) against you prior to the date set for your appearance or any date to which the case is continued, you do not submit a written plea of guilty to the clerk at least three (3) days before the date, and you fail to answer the charge(s) or appear in court when required, you thereby consent to the entry of a judgment of conviction against you in the amount of the statutory minimum fine plus the assessment in the applicable schedule for the charged offense as provided in the Criminal and Traffic Assessment Act (705 ILCS 135/1 et seq.) . The total amount assessed may be greater than the amount assessed on a guilty plea. Any cash bail or other security you have deposited will be applied toward payment. If you are an Illinois Driver and you fail to pay in full any judgments imposed, a notice will be sent to the Secretary of State and your driver's license will not be renewed, reissued, or reclassified, until full payment is received.

(8) COURT COMMUNICATION COPY – E-CITATION IDENTIFICATION

The full e-Citation image may be printed on the Court Communication Copy, or in lieu of the image, the following subset of information may be printed at the top in order to uniquely identify the e-citation.

COURT COMMUNICATION
Citation Reference

Optional Information

1. Barcode
2. Court Mailing Information: <Circuit Court mailing address>

Required Information

1. Issuing Agency: <name of issuing agency>
2. Citation Number: <citation form number>
3. Defendant Name: <Last, First, MI>
4. Violation Reference: <full ILCS or local ordinance reference>
5. Date of Issuance: <issued date>
6. Issuing Officer: <officer name and badge number>
7. County of Occurrence: <county name>

(9) AVOID MULTIPLE COURT APPEARANCES

The Avoid Multiple Court Appearances information as provided in Appendix C: Avoid Multiple Court Appearances shall be printed on the Court Communication Copy.

(10) GUILTY PLEA AND WAIVER

The Guilty Plea and Waiver information as provided in Appendix D: Guilty Plea and Waiver shall be printed on the Court Communication Copy below the Avoid Multiple Court Appearances Box. The Guilty Plea and Waiver are only printed if no court appearance is required by Supreme Court Rule.

(11) Optional instructions for agencies exempt from Supreme Court Rule 505.

Special printing instructions for the Violator and Court Communication copies of the e-Citation for agencies exempt from Supreme Court Rule 505:

(a) The Instructions to the Violator as specified in Section 5 on the Violator copy of the e-Citation may be replaced with the text provided in **Appendix A** followed by the appropriate Failure to Appear Admonishments and Notice of Consent of Entry of Judgment of Guilty, as required for all agencies.

(b) The Avoid Multiple Court Appearances text as specified in Section 9 and Guilty Plea and Waive text as specified in Section 10 on the Court Communication copy of the e-Citation may be replaced with the text provided in **Appendix B**, or if the agency wishes to eliminate the "Avoid Multiple Court Appearances" instructions at the top of the Court Communication copy may be replaced with the text in **Appendix D: Guilty Plea and Waiver**.

(12) No additional modifications to the printing of the e-Citation form are authorized.

APPENDIX A – INSTRUCTIONS TO THE VIOLATOR

Both the Complaint and Violator copies of the e-Citation shall be exactly the same in regards to the information provided on the forms with the exception of the copy's title (i.e., COMPLAINT AND VIOLATOR). The following text shall be printed **exactly** as provided, as it relates to specific markings on the e-Citation.

Read These Instructions Carefully

(a) If a Court Appearance is required, only the following text shall be printed.

Your ticket has been marked [X] COURT APPEARANCE REQUIRED. You are required to come to court on the date, time and place noted in the COURT PLACE/DATE section of the ticket.

(b) If No Court Appearance is required, only the following text shall be printed.

Your ticket has been marked [X] "NO COURT APPEARANCE REQUIRED" and you wish to plead "GUILTY," complete the "PLEA OF GUILTY AND WAIVER" provided and follow those instructions. Mail the guilty plea with full payment in the applicable amount noted below.

Fine, Penalties, Assessments, and Costs

The amount of payment for offenses where court appearances are not required is:

(a) **$164.00 for any violation under the Illinois Vehicle Code** (625 ILCS 5/1 et seq.) defined as a minor traffic offense pursuant to Supreme Court Rule 501(f), except (b) below;

(b) **$260.00 plus the minimum fine set by statute for truck overweight and permit violations** under 3-401(d), 15-111, 15-113.1, 15-113.2 or 15-113.3 of the Illinois Vehicle Code (625 ILCS 5/3-401(d), 15-111, 15-113.1, 15-113.2 or 15-113.3);

(c) **$195.00 for any violation defined as a Conservation Offense** under Supreme Court Rule 501(c) for which civil penalties are not required.

APPENDIX B – OPTIONS FOR RULE 505 EXEMPT AGENCIES

An agency exempt from Rule 505 may provide the "Avoid Multiple Court Appearances" instructions and the "GUILTY PLEA and WAIVER" as provided in Appendices C and D, or they may provide only the "GUILTY PLEA and WAIVER" as provided in Appendix D.

APPENDIX C – AVOID MULTIPLE COURT APPEARANCES

Avoid Multiple Court Appearances

If you intend to plead NOT GUILTY to the ticket:

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 ticket (Court Place/Date section).

2. Indicate what kind of trial you want – mark only one box, complete the address section below and follow the mailing instructions in number 3 below.

I WISH TO PLEAD NOT GUILTY AND REQUEST:

☐ A. Trial by Judge
☐ B. Trial by Jury

A new appearance date will be set and you will be notified of the time and date of trial. **Do not come to the court until you are notified.** When you are notified, you should come to court prepared for trial and bring any witnesses you may have.

Name _____

Mailing Address _____

City/State/Zip _____

Telephone Number _____

3. Mail this form to the Clerk of the Court, Traffic Section, at the address noted in the "Court Place/Date" section on the bottom half of the ticket.

DO NOT MAIL TO THE POLICE DEPARTMENT

APPENDIX D – GUILTY PLEA and WAIVER

This section is only printed if no court appearance is required by Supreme Court Rule.

GUILTY PLEA

If you intend to plead GUILTY to the ticket and No Court Appearance is Required.

1. Complete this form.

2. Mail this form, together with the applicable payment to the Clerk of the Court, Traffic Section, at the address noted in the "Court Place/Date" section on the bottom half of the ticket. You must mail this completed form, with the total applicable payment, **no earlier than ten (10) work days** after the ticket was issued (noted on the top half, below "Defendant" section, of the ticket), **and no later than three (3) work days** before the court appearance date noted on the bottom half of the ticket in the "Court Place/Date" section or as may have been provided by the clerk of the court.

FINE, PENALTIES, ASSESSMENTS, AND COSTS

The amount of payment where court appearances are not required is:

(a) **$164.00 for any violation under the Illinois Vehicle Code** (625 ILCS 5/1 et seq.) defined as a minor traffic offense pursuant to Supreme Court Rule 501(f), except (b) below;

(b) **$260.00 plus the minimum fine set by statute for truck overweight and permit violations** under 3-401(d), 15-111, 15-113.1, 15-113.2 or 15-113.3 of the Illinois Vehicle Code (625 ILCS 5/3-401(d), 15-111, 15-113.1, 15-113.2, or 15-113.3);

(c) **$195.00 for any violation defined as a Conservation Offense** under Supreme Court Rule 501(c) for which civil penalties are not required.

Note: Payment must be by cash, money order, certified check, bank draft, 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.)

PLEA OF GUILTY AND WAIVER

I, the undersigned, do hereby plead guilty to the charge noted on this ticket, which does not require a court appearance. I understand my right to a trial, that my signature to this plea of guilty will have the same force and effect as a conviction entered by the court and that this record will be sent to the Secretary of State of this State (or of the State where I received my license to drive). I hereby PLEAD GUILTY to the said offense on this ticket, GIVE UP my right to trial, and agree to pay theamount required.

Defendant's Signature _____ Date _____

Mailing Address _____ Street _____

City _____ State _____ Zip _____

APPENDIX E – DEFENDANT EYE COLOR

Defendant Eye Color shall be one of the following:

1. BLK-Black
2. BLU-Blue
3. BRO-Brown
4. GRY-Gray
5. GRN-Green
6. HAZ-Hazel
7. MAR-Maroon
8. PNK-Pink
9. XXX-Unknown

APPENDIX F – DEFENDANT HAIR COLOR

Defendant Hair Color shall be one of the following:

1. BAL-Bald
2. BLK-Black
3. BLN-Blond or Strawberry
4. BRO-Brown
5. GRY-Gray or Partially Gray
6. RED-Red or Auburn
7. SDY-Sandy
8. WHI-White
9. XXX-Unknown

APPENDIX G – VEHICLE TYPE

Vehicle Type shall be one or more of the following, as appropriate:

Code	Vehicle Type
000	Airboat
001	All Terrain Vehicle (ATV)
002	Ambulance
003	Antique Vehicle
004	Apportionable Semi-Trailer
005	Apportionable Trailer
006	Authorized Emergency Vehicle
092	Autocycle
007	Bicycle
008	Boat/Watercraft
009	Bus
010	Camping Trailer
011	Charitable Vehicle
012	Commuter Van
013	Converter Dolly
014	Custom Vehicle
015	Cycle
016	Derelict Vehicle
017	Electric Personal Assistive Mobility Device
018	Expanded-use Antique Vehicle
019	Farm Tractor
020	Fire Department Vehicle
021	Fleet Safety Vehicle
022	Foreign Vehicle
023	Golf Cart
024	Grey Market Vehicle
025	House Trailer
026	Implement of Husbandry
027	Junk Vehicle
028	Lifeboat
029	Limousine
030	Low-speed Electric Bicycle
031	Low-speed Gas Bicycle
032	Low-speed Vehicle
033	Materially Altered Vehicle
034	Maxi-cube Vehicle

035	Medical Carrier
036	Medical Transport Vehicle
037	Modified Vehicle
038	Motorboat
039	Motorhome, Mini-Motorhome, Van Camper
040	Motor Vehicle
041	Motor Driven Cycle
042	Moped
043	Motorcycle
044	Motorized Wheelchair
045	Multifunction School Activity Bus
046	Multipurpose Passenger Vehicle
047	Noncommercial Vehicle
048	Non-divisible Load or Vehicle
049	Non-powered Watercraft
050	Off-Highway Motorcycle
051	Organ Transport Vehicle
052	Passenger Car
053	Pedestrian
054	Personal Water Craft
055	Pole Trailer
056	Police Vehicle
057	Railroad Track Equipment
058	Railroad Train
059	Rebuilt Vehicle
060	Recreational Vehicle
061	Recreational Boat
062	Recreational Off-Highway Vehicle
063	Repaired Vehicle
064	Replica Trolley
065	Rescue Vehicle
066	Road Tractor
067	Rural Mail Delivery Vehicle
068	Sailboat
069	School Bus
070	Snowmobile
071	Special Hauling Vehicle
072	Special Mobile Equipment
073	Specially Constructed Vehicle

074	Specialty Prop Craft
075	Stinger-Steered Semitrailer
076	Streetcar
077	Street Rod
078	Tank Vehicle
079	Tow-Truck
080	Trackless Trolley Coach
081	Trailer or Semi Trailer
082	Transit Bus
083	Travel Trailer
084	Truck
085	Truck Camper
086	Truck Tractor
087	Truckster
088	Type I School Bus
089	Type II School Bus
090	Utility Service Vehicle
091	Wrecker
998	Other
999	None

APPENDIX H – VEHICLE COLOR

Vehicle Color shall be one of the following and appear on the same line as the vehicle for which it applies:

BGE-Beige	BLK-Black	BLU-Blue
BRO-Brown	BRZ-Bronze	COM-Chrome/Stainless Steel
CPR-Copper	CRM-Cream/Ivory	DBL-Blue/Dark
DGR-Green/Dark	GLD-Gold	GRN-Green
GRY-Gray	LAV-Lavender	LBL-Blue/Light
LGR-Green/Light	MAR-Maroon/Burgundy	MUL-Multicolored
ONG-Orange	PLE-Purple	PNK-Pink
RED-Red	SIL-Silver/Aluminum	TAN-Tan
TRQ-Turquoise	YEL-Yellow	WHI-White
OTH-Other		

APPENDIX I – INCIDENT SECTION

Road Conditions – selection may be one or more of the following:

01-Dry
02-Wet
03-Snow or Slush
04-Ice
05-Sand/Mud/Dirt
98-Other
99-Unknown

Visibility – selection may be one or more of the following:

01-Day
02-Night
03-Clear
04-Rain
05-Snow
06-Fog/Smoke/Haze
07-Sleet/Hail
08-Severe Cross Wind
98-Other
99-Unknown

Method – selection may be one or more of the following:

01-Hand Held Radar
02-Plain Car
03-Radar
04-Aircraft
05-Marked
06-VASCAR
07-LIDAR
08-Complaint Signed
09-Assist/Other Agency
10-Accident
11-Paced
12-Patrol
13-Detail
99-Other

Data Exchange Formats

Electronic Citation
Data Layout and Exchange Format & Instructions

The Electronic Citation (e-Citation) Data Layout and Exchange Formats are provided for those counties approved by the Conference of Chief Circuit Judges to implement an e-Citation Program which requires reporting dispositions through the Automated Disposition Reporting (ADR) Program of the Administrative Office of the Illinois Courts. The following table provides the data layout for the exchange of information between the e-Citation vendor and Clerk of the Circuit Court (Circuit Clerk). The Format Minimums are different from the ADR data formats required for reporting dispositions to the respective state entities. The Circuit Clerk must ensure the data is properly converted to the format approved for ADR, as specified in the Administrative Office of the Illinois Courts' ADR Data Dictionary, when generating the disposition file.

Label	**Label Designation**	**Label Definition**
DDN	Data Dictionary Number	ADR Data Element Reference Number
Data Element Name	Data Dictionary Name	ADR Data Element Name
XML Tag	Extensible Markup Language Construction Indicator	Identifies the tag for the content of the element data
Format Minimum	Structured Data Exchange Format	Describes the type and length of the data identified in the XML Tag

DDN	Data Element Name	XML Tag	Format Minimum
4	Circuit Court NCIC Code	Citation>CircuitCourtORI	varchar 9
11	Defendant Last Name	CitationInvolved>LastName	varchar 150
12	Defendant First Name	CitationInvolved>FirstName	varchar 100
13	Defendant Middle Initial (Name)	CitationInvolved>MiddleInitial	varchar 100
14	Defendant Title	CitationInvolved>Title	varchar 12
19	Defendant Sex	CitationInvolved>Sex	varchar 10
20	Defendant Race	CitationInvolved>Race	char 1
21	Defendant Height	CitationInvolved>Height	decimal (3,0)
22	Defendant Weight	CitationInvolved>Weight	decimal (3,0)
23	Defendant Eye Color	CitationInvolved>EyeColor	varchar 20
24	Defendant Hair Color	CitationInvolved>HairColor	varchar 20
27	Defendant Date of Birth	CitationInvolved>DOB	date
29	Defendant Address 1	CitationInvolved>Address1	varchar 100
30	Defendant Address 2	CitationInvolved>Address2	varchar 100
31	Defendant Residence City	CitationInvolved>City	varchar 100
32	Defendant Residence State	CitationInvolved>State	char 2
33	Defendant Residence Zip	CitationInvolved>Zip	varchar 10
36	Defendant Driver's License Number	CitationInvolved>DriversLicense	varchar 25
37	Defendant Driver's License Issuing State	CitationInvolved>DLState	char 2
39	Defendant State Bureau Number SID	citationInvolved>SIDNumber	varchar 25
40	Defendant Date of Arrest	citation>IssueDate	Datetime
41	Date of Offense (date of violation)	citation>IncidentDate	datetime
42	Arrest Card Document Control Number	Citation>DCN	varchar 50
46	Defendant Bond Type 1	CitationBond>BondType1	varchar 50
47	Defendant Bond Type 2	CitationBond>BondType2	varchar 50
48	Defendant Bond Face Amount	CitationBond>DefaultBondAmount	Decimal (9.2)
49	Defendant Bond Deposit Amount	CitationBond>TotalBondPosted	Decimal (9.2)
53	Charge Source Level of Government	CitationViolation>ILCSLocal	varchar 10
54	Charge Statute Citation	CitationViolation>ViolationCode	varchar 100
55	Offense Code Table	CitationViolation>OffenseCode	varchar 10
56	Charge Description	CitationViolation>ViolationDescription	varchar 500
59	Arresting Agency NCIC Code	Citation>ArrestingAgencyORI	varchar 9
60	Injury / Death Indicator (Accident Type)	CitationAccidentType>AccidentType	boolean
64	Citation Number	Citation>CitationNumber	varchar 25
142	Arresting Officer ID	Citation>BadgeNumber	varchar 20
143	Commercial Driver's License Holder	CitationInvolved>CDL	varchar 10
145	Hazardous Material in a Placarded Vehicle	CitationVehicle>HazMat	boolean
146	Driver/Passenger	CitationViolation>PassengerIndicator	boolean
147	Registration Year-License Plate	CitationVehicle>RegistrationExpires	date
148	License Plate Registration Number	CitationVehicle>RegistrationNumber	varchar 50
149	State Registered-License Plate	CitationVehicle>RegistrationState	char 2
150	Vehicle Make	CitationVehicle>VehicleMake	varchar 25
151	Vehicle Year	CitationVehicle>VehicleYear	decimal (4,0)
173	Violation Type	Citation->FormType	varchar 15
174	Township Road Flag	Citation>TownshipRd	boolean
175	Township Name	Citation>Township	varchar 100
177	Dist of Assignment	Citation>DistOfAssignment	varchar 3
178	Dist of Occurrence	Citation>DistOfOccurance	varchar 3

DDN	Data Element Name	XML Tag	Format Minimum
181	Municipality	Citation>CityVillageOf	varchar 100
182	Driver's License Expiration Date	CitationInvolved>LicenseExpires	date
183	Drivers License Class	CitationInvolved>DLClass	varchar 50
190	Incident Time	Citation>MilitaryStopTime	time
191	AM/PM Indicator	n/a	
192	Vehicle Type	CitationVehicle>VehicleType	varchar 100
193	Vehicle Color	CitationVehicle>VehicleColor	varchar 50
194	Location of Incident 1	Citation>LocationStreetNumber	varchar 50
195	Location of Incident 2	Citation>LocationStreetName	varchar 50
196	Location Intersection	Citation>LocIntersection	varchar 100
197	Location Distance	Citation>LocationDistance	varchar 20
198	Location Distance Type	Citation>LocationDistanceType	varchar 10
199	Direction	Citation>DirOfTravel	varchar 25
200	Mile Post Number	Citation>Milepost	varchar 3
201	Speed (actual)	CitationViolation>ActualSpeed	decimal(3,0)
202	Speed (posted)	CitationViolation>PostSpeed	decimal(3,0)
203	Road Conditions	CitationRoadCondition>RoadCondition	varchar 200
204	Visibility / Weather	CitationVisibility>Visibilty	varchar 25
205	Method	CitationMethod>Method	varchar 20
206	Report Number (Crash)	Citation>AgencyCrashReportNumber	varchar 25
207	Report Number (Field)	Citation>AgencyReportNumber	varchar 25
208	Notation / Evidence Seized	Citation>IncidentNotations	varchar 50
209	Bond Card No	CitationBond>BondCardNumber	varchar 20
210	Bond Company Name (Issued by)	CitationBond>BondIssuedBy	varchar 35
211	Confinement Location for Bond	CitationBond>ContainedAt	varchar 40
212	Bond Posted on Ticket Number mult cites	CitationBond>PostedOnOtherTicketNumber	varchar 10
213	Circuit Court Address 1	CitationCourt>Address	varchar 100
214	Circuit Court Address 2	CitationCourt>Address2	varchar 100
215	Circuit Court City	CitationCourt>City	varchar 100
216	Circuit Court State	CitationCourt>State	varchar 2
217	Circuit Court Zip	CitationCourt>Zip	varchar 10
218	Circuit Court Date	CitationCourt>Date	date
219	Circuit Court Time	CitationCourt>Time	time
220	Circuit Court Phone Number	CitationCourt>PhoneNumber	varchar 12
221	Court Appearance Required	CitationViolation>CourtAppearanceRequired	boolean
225	DOT Number	CitationVehicle>DOTNumber	varchar 10
283	Blood Alcohol Content	CitationViolation>BAC	decimal (1.3)
310	Credit Card Type	CitationBond>CreditCardType	varchar 20
311	Credit Card Amount	CitationBond>CreditCardAmount	decimal (9.2)
312	Credit Card Authorization	CitationBond>CreditCardAuthorization	varchar 40
313	Credit Card Number	CitationBond>CreditCardNumber	varchar 40
323	Officer Last Name	Citation>ArrestingOfficer	varchar 100
324	Officer Enforcement Class	Citation>EnforcementClass	varchar 100
326	Vehicle ID Number	CitationInvolved>VehicleVIN	varchar 50
327	Defendant Residence Country	CitationInvolved>Country	char 3