



ILLINOIS CONFERENCE OF CHIEF CIRCUIT JUDGES

ADMINISTRATIVE OFFICE OF THE ILLINOIS COURTS

Hon. David L. Vancil, Jr., Chair Henderson County Courthouse PO Box 308 Oquawka, IL 61469 (309) 867-3121 dvancil@9thjudicial.org Administrative Office of Illinois Courts 222 N. LaSalle Street. 13th Floor Chicago, IL 60601

> 3101 Old Jacksonville Road Springfield, IL 62704

September 1, 2023

Honorable Cynthia A. Grant Clerk of the Supreme Court Supreme Court Building Springfield, IL 62701-1791

Re: Conservation Citation and Complaint Form

Dear Ms. Grant:

The Secretary of State is preparing to incorporate Gender X designation on Driver's License and identification cards as of October 1, 2023, as result of Public Act 101-513. Accordingly, the Illinois Conservation Citation and Complaint Form has been amended to comply with the provisions of 625 ILCS 5/6-106.

The former Male and Female checkboxes have been replaced with a blank text box for officers to record the gender of "M" for Male, "F" for Female, or "X" for Gender X or Non-Binary.

Agencies are allowed to use their existing stock of the citations filed October 27, 2022 until their next order. While using the previous version's citation, if an Officer receives a driver's license or identification card with the Gender X designation, they shall record the Gender X designation in the notes field instead of recording the gender in the Defendant Section.

The Conference of Chief Circuit Judges (Conference) approved these amendments electronically on August 18, 2023. On behalf of the Conference, I hereby submit the amended Conservation Citation and Complaint Form, effective immediately.

Respectfully,

David L Vancil, Jr., Chair Conference of Chief Circuit Judges

Enclosure



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> 3101 Old Jacksonville Road Springfield, IL 62704

July 24, 2023

Honorable Cynthia A. Grant Clerk of the Supreme Court Supreme Court Building Springfield, IL 62701-1791

Re: Revised Implementation Date for the Conservation Citation and Complaint Form

Dear Ms. Grant:

As result of the Supreme Court's Opinion, 2023 IL 129248 Rowe v. Raoul (effective September 18, 2023) which upheld the provisions of the SAFE-T Act, the Conference of Chief Circuit Judges (Conference) approved at its meeting on July 21, 2023, a revised mandatory implementation date for the Conservation Citation and Complaint Form (Conservation Citation) filed on October 27, 2022. On behalf of the Conference, I hereby submit the revised mandatory implementation date for the Conservation Citation and Complaint Form to January 1, 2024.

Agencies must contact their printing vendor to place an order as soon as possible to ensure the new Conservation Citations are received and in use no later than January 1, 2024. Any Conservation Citation issued on or after January 1, 2024 must conform to the changes of the SAFE-T Act.

Effective September 18, 2023, agencies may use their exiting stock through December 31, 2023 with the following limitations and conditions:

- 1. The only option for release is "Notice to Appear", otherwise if the violator is detained, the officer must indicate "Detained" and the location in the release box;
- 2. The violator signature is no longer collected; and
- 3. Bail is no longer accepted.

Effective January 1, 2024, all existing stock must be discarded, and all Conservation Citations issued by any law enforcement agency must comply with the new form originally filed October 27, 2022.

JUL 2 4 2023

Respectfully,

David L Vancil, Jr., Chair Conference of Chief Circuit Judges

Enclosure

FILED ILLINOIS CONSERVATION CITATION AND COMPLAINT

SEP 01 2023

PRINTING INSTRUCTIONS

SUPREME COURT CLERK

(CONSERVATION CITATION)

THE ATTACHED DOCUMENT IS A 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) <u>DIMENSIONS</u>: THE OVERALL DIMENSION OF THE CONSERVATION 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) <u>COLOR OF PAPER</u>: ALL LEAVES OF THE CONSERVATION CITATION SHALL BE PRINTED ON THE COLOR OF PAPER AS FOLLOWS:

1. COMPLAINT COPY
2. REPORT OF CONVICTION COPY
3. COURT DISPOSITION COPY
4. POLICE RECORD COPY
5. VIOLATOR COPY
6. COURT COMMUNICATION COPY
BLUE

(3) FACE OF THE CITATION:

ALL PRINTING ON THE FACE OF ALL COPIES OF THE CONSERVATION CITATION WILL BE IN BLACK LETTERING, EXCEPT FOR THE FOLLOWING:

- (a) THE FOLLOWING WILL BE PRINTED AS A <u>RED</u> BAR WITH <u>WHITE</u> LETTERING: TITLES TO EACH BOX, TITLE TO THE VEHICLE USE BOX
- (b) THE FOLLOWING WILL BE IN RED PRINT:
 - (1) TICKET NUMBER
 - (2) THE TITLES OF EACH LEAF: <u>COMPLAINT</u>, <u>REPORT OF CONVICTION</u>, <u>COURT DISPOSITION</u>, <u>POLICE RECORD</u>, <u>VIOLATOR</u>, AND <u>COURT COMMUNICATION</u>.
 - (3) THE PRINTING CRASH TYPE, DRIVER INJURY ONLY, PROPERTY DAMAGE, PERSONAL INJURY, AND FATAL LOCATED WITHIN THE INCIDENT BOX.
 - (4) THE PRINTING OF THE WORDS PRE-TRIAL RELEASE-DETAINED, <u>COURT APPEARANCE REQUIRED</u>, <u>NO COURT APPEARANCE REQUIRED</u>, AND <u>CIVIL PENALTY AUTHORIZED</u>, WITHIN THE NOTICE TO APPEAR BOX
 - (5) THE PRINTING OF THE WORDS IN THE VEHICLE USE SECTION
 - (6) THE PRINTING OF THE WORDS AND BOX FOR CDL INDICATION

- (c) THE PRINTING OF THE WORDS IN THE BOXES BELOW WILL BE SCREENED SO THEY CAN BE WRITTEN OVER:
 - (1) <u>DEFENDANT</u> BOX: (<u>Last</u>), (<u>First</u>), (<u>M.I.</u>) on the NAME LINE; (<u>Street</u>), (<u>Apt.</u>) on the ADDRESS LINE; and <u>STATE</u> on the DR. LIC. LINE.
 - (2) VIOLATION BOX: NATURE OF OFFENSE
 - (3) NOTICE TO APPEAR BOX: CITY AND ZIP.
- (d) IN THE VIOLATION BOX <u>CIVIL PENALTY AUTHORIZED</u> SHALL BE BOLDED AND LARGER THAN THE SURROUNDING PRINT. THE BOX IN FRONT OF <u>CIVIL PENALTY AUTHORIZED</u> SHALL BE BOLDED AND LARGER THAN THE SURROUNDING PRINT.
- (e) THE PERFORATED TEAR-OFF STRIP AT THE TOP AND AT THE BOTTOM OF THE COMPLAINT COPY OF THE ILLINOIS CONSERVATION CITATION AND COMPLAINT SHALL HAVE IMPRINTED, IN BLACK, THE FOLLOWING WORDING:

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

- (4) <u>BACK OF THE CITATION</u>: THERE IS TO BE PRINTING ON THE BACK SIDE ONLY OF THE <u>COMPLAINT</u>, <u>REPORT OF CONVICTION</u>, <u>COURT DISPOSITION</u>, <u>VIOLATOR</u>, AND <u>COURT COMMUNICATION</u> COPIES OF THE ILLINOIS CONSERVATION CITATION AND COMPLAINT. PRINTING WILL BE IN BLACK LETTERING.
- (5) COUNTIES AUTHORIZED FOR ILLINOIS VEHICLE CODE WAIVERS PURSUANT TO (725 ILCS 5/124A-20) MAY ELIMINATE THE FOLLOWING TEXT ON THE BACK SIDE OF THE COURT DISPOSITION COPY: "(NON-IVC VIOLATION ONLY)"
- (6) THE BACK OF THE <u>VIOLATOR COPY</u> OF THE CONSERVATION CITATION MAY CONTAIN A QR CODE, PLACED BELOW THE NOTICE TO APPEAR, THAT DIRECTS THE VIOLATOR TO A WEBSITE PROVIDING THE VIOLATOR WITH MORE INFORMATION REGARDING OPTIONS AVAILABLE TO SATISFY THE CITATION.
- (7) NO ADDITIONAL MODIFICATIONS TO THE PRINTING OF THE CONSERVATION CITATION ARE AUTHORIZED.



SEP 01 2023

SUPREME COURT CLERK

NOTE: USE SEPARATE CITATION FOR EACH VIOLATION

	ILLINOIS CONSERVATION CITATION	AND	COMPLAINT	0000	00
COMPLAIN		DCN			
1	CASE DIST. OF NO. ASSIGN.		DIST. OF OCCUR.	СОМ	PLAINT
	COUNTY DEPT. LAN OF BODY OF	IDS/ WATER			
	PEOPLE OF THE STATE OF ILLINOIS			CTD #	VS.
	NAME (Last) (First)		(M.I.)	SID #	
	ADDRESS (Street)		(Apt.)	EYES	GENDER
	CITY STATE ZIP		(Apt.)	HAIR HEIGH	WEIGH
	DR. LIC.	CDL	EXPIR. DATE	DATE OF BIRTH	
	LICENSE PERM				
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	unlawfully:				
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	CHAPTER ILCS ACT	SECT	ION		
ı		SH CODE	VEHICLE COD		RY LAW
ı	SNOWMOBILE REGISTRATION & SAFETY ACT BOAT REGISTRATION				
ı	ADMIN. RULE TITLE SUB CHAPTER				
ı	CIVIL PENALTY AUTHORIZED: Chapter 515, Secti				
ı	CIVIL PENALTY \$: Chapter 515, Section	on 5/5-2	25 Chapter 5	20, Section 5/	2.36a
ı	NATURE OF OFFENSE				
ŀ	CRASH TYPE: DRIVER INJURY ONLY PROPERTY DAMAGE	PERSONAL 1	NJURY FATAL	REP. NO.	
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	PROPERTY AND/OR EQUIPMENT SEIZED AS EVIDENCE:				
ľ	METHOD OF RELEASE (see middle, back side of G	old Cop	oy)		
	☐ PRE-TRIAL RELEASE: DETAINED:	.ocation	:		
	☐ COURT APPEARANCE REQUIRED		CIVIL PENALT	Y AUTHORI	ZED
	You are required to come to court on the date, time and place noted bell If you intend to plead "NOT GUILTY", follow the instructions on the fo				
	entitled "Avoid Multiple Court Appearances" prior to your court date."				
	☐ NO COURT APPEARANCE REQUIRED				
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ŀ	court date and come to court on the date, time and place noted below. CIRCUIT COURT LOCATION AND DATE			300	
	ADDRESS / COURTHOUSE		CO	URT OM NO.	
		IL o		AT AT	A.M. P.M.
ı,	Under penalties as provided by law for false certification pursuant to Section :	1-109 of th	e Code of Civil Proced	ure and periury run	
9	Section 32-2 of the Criminal Code of 2012, the undersigned certifies that the	statements	set forth in this instru	ment are true and	correct.
	MONTH DAY YEAR OFFICER'S SIGNATURE			ID. NO	N.

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	APPORITONABLE 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	OLICE 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	CONVEKIER 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	UREY 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	IRACKLESS 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	MULTIFUNTION SCHOOL ACTIVITY BUS		
	I		
046	MULTIPURPOSE PASSENGER VEHICLE		

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Court Action and Other Orders ☐ ORIGINAL CHARGE AMENDED CHARGE OR LESSER INCLUDED OFFENSE OF: 625 ILCS 5/ _____ CH. ______ ILCS ACT _____ /SEC. ____ **PLEAS** DATE PLEAD GUILTY PLEAD NOT GUILTY FINDINGS: NOTE: A DISPOSITION IN THIS COLUMN <u>WILL</u> RESULT IN THE SECRETARY OF STATE RECORDING A $\overline{\text{CONV}}$ ICTION ON THE DRIVER'S RECORD NOTE: A DISPOSITION IN THIS COLUMN WILL <u>NOT</u> RESULT IN THE SECRETARY OF STATE RECORDING A CONVICTION ON THE DRIVER'S RECORD GUILTY (CONVICTION) □ NOT GUILTY EX PARTE NOLLE PROSEQUI SUPERVISION VACATED/JUDGMENT ENTERED DISMISSED CONDITIONAL DISCHARGE STRICKEN ON LEAVE TO REINSTATE PROBATION COURT SUPERVISION OTHER OTHER DATE ORDER ENTERED SIGNATURE OF CLERK FOR SECRETARY OF STATE USE ONLY:

SEND TO: SECRETARY OF STATE

DRIVER SERVICES DEPARTMENT
2701 SOUTH DIRKSEN PARKWAY
SPRINGFIELD, ILLINOIS 62723

LAW SECTION

SUBSECTION

DATE OF CONVICTION COUNTY OF RESIDENCE

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	HEARING JUDGE	
_		Court Action and Other Orders
	ORIGINAL CHARGE	
Ц	AMENDED CHARGE OR	LESSER INCLUDED OFFENSE OF:
	☐ 20 ILCS 835/	☐ 225 ILCS 735/ ☐ 225 ILCS 740/
	515 ILCS 5/	
		D 525 ILCS 10/ D 525 ILCS 20/
		LCS ACT/SEC
	L.J ADMIN RULE 11	TLE SUBCHAPTER PART SECTION
FILIDA	was	DATE
FINDI	NGS:	/ / /
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	2. NOT GUILTY	7. CHARGES AMENDED
	3. NOLLE PROSEQUI	8. STRICKEN ON LEAVE OF REINSTATE
	4. EX PARTE	9. ASSIST
	5. DISMISSED	☐ 10. COURT SUPERVISION
	EINE .	ASSESSMENT SCHEDULE:
	FINE \$	ASSESSMENT SCHEDULE:
	ASSESSMENTS \$ -	CRIMINAL ASSESSMENT WAIVER:% (Non-IVC Violations Only)
		·
JNDHIONA	LASSESSMENTS \$ _	
	CIVIL PENALTY \$	
	DECTITUTION &	TO:NAME
	RESTITUTION \$ _	STREET
TOTAL	\$	
		CITY STATE ZIP

MAIL TO: ILLINOIS DEPARTMENT OF NATURAL RESOURCES
OFFICE OF LAW ENFORCEMENT
ONE NATURAL RESOURCES WAY
SPRINGFIELD, ILLINOIS 62702

CASI NO, COU OF						DCN			
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į	Under penalties as Section 32-2 of the	provided by lav Criminal Code	v for false certi of 2012, the ur	fication pursuandersigned cer	ant to Section tifies that the	l-109 of th tatements	e Code of Civil Proced set forth in this instru	ure and perjury ment are true	pursuant to and correct.

VIOLATOR BACKER

READ THESE INSTRUCTIONS CAREFULLY

If your ticket is marked (X) "COURT APPEARANCE REQUIRED":

You are required to come to court on the date, time and place noted on the front side, bottom half of the ticket in the "Notice to Appear" section. However, **if you want to plead "NOT GUILTY"**, complete the form entitled "Avoid Multiple Court Appearances" on the top half of the back side of the blue copy. If your ticket is marked "Civil Penalty Authorized", a court appearance is required.

If your ticket is marked (X) "NO COURT APPEARANCE REQUIRED" you have the following two (2) options:

1. If you wish to plead "GUILTY", complete the form entitled "PLEA OF GUILTY AND WAIVER" on the bottom half of the back side of the blue copy of the ticket. Follow the instructions on that form and mail it with full payment in the applicable amount noted below.

Fines, Penalties, Assessments, and Costs

- (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 in 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.)

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

NOTICE TO APPEAR

The result of your failure to appear or pay this ticket is based on whether your ticket is marked "Court Appearance Required" or "No Court Appearance Required" and may result in either a judgment of conviction being entered against you for any fine, penalties, assessments, and costs as provided in the NOTICE OF CONSENT FOR ENTRY OF JUDGMENT; or, the court may order warrant to be issued, or you may be tried and sentenced in your absence.

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 (3) days before that 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, as noted above.

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AVOID MULTIPLE CO	URT APPEARANCES
If you intend to plead NOT GUILTY to the tic	ket:
Complete this form and mail at least TEN (10 court appearance noted on the bottom half of Appear section).	
2. Indicate what kind of trial you want—mark o below and follow the mailing instructions in i	nly one box, complete the address section 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 we trial. Do not come to the court until you should come to court prepared for trial and to NAME.	are notified. When you are notified, you
MAILING ADDRESS	
CITY	STATE ZIP
MOBILE #	I CONSENT TO TEXT MESSAGE REMINDERS
	I CONSENT TO TEXT PRESSAGE REPUNDERS
3. Mail this form to the Clerk of the Court at the section on the bottom half of the front side of th	
DO NOT MAIL TO THE DEPARTMI	ENT OF NATURAL RESOURCES.
court appearance date (noted on the bottom "Notice to Appear" section). FINES, PENALTIES, ASSESSMENTS, AND CO (a) \$164.00 for any violation under the Illin defined as a minor traffic offense pursuant to below; (b) \$260.00 plus the minimum fine set by since violations under 3-401(d), 15-111, 15-113.1 Code (625 ILCS 5/3-401(d), 15-111, 15-113.1 Code (625 ILCS by 195.00 for any violation defined as a C Rule 501(c) for which civil penalties are not r NOTE: Payment must be by cash, modraft, or traveler's check unless othe court. (DO NOT SEND CASH IN THE Noson.)	ayment to the Clerk of the Court, at the ion on the bottom half of the front side of n, with the total applicable payment, no e ticket was issued (noted on the top half er than three (3) work days before the half of the front side of the ticket in the half of the front side of the ticket in the solve the half of the front side of the ticket in the half of the front side of the ticket in the half of the front side of the ticket in the half of the front side of the ticket in the half of the front side of the ticket in the half of the foot side of the seq.) and the foot side of the seq.) are side of the seq.) and the foot side of the seq.) are side of the seq.) are side of the seq.) and the sequired. The sequired of the sequire
I, the undersigned, do hereby plead guilty to the et, which does not require a court appearance. I u ture to this plea of guilty will have the same force court and that this record will be sent to the Secre where I received my license to drive). I hereby PLI GIVE UP my right to trial, and agree to pay the am	nderstand my right to a trial, that my signa- and effect as a conviction entered by the tary of State of this State (or of the State EAD GUILTY to the said offense on this ticket,
DEFENDANT'S SIGNATURE	DATE
MAILING ADDRESS	STREET
CITY	STATE ZIP
EMAIL ADDRESS	MOBILE #