

DEC 192024

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SUPREME COURT CLERK

# **ILLINOIS CONFERENCE OF CHIEF CIRCUIT JUDGES**

ADMINISTRATIVE OFFICE OF THE ILLINOIS COURTS

Hon. Katherine S. Gorman, Chair Peoria County Courthouse 324 Main Street, Room 215 Peoria, IL 61602-1363 (309) 672-6047 kgorman@peoriacounty.org Administrative Office of Illinois Courts 222 N. LaSalle Street, 13<sup>th</sup> Floor Chicago, IL 60601

> 3101 Old Jacksonville Road Springfield, IL 62704

December 19, 2024

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

Re: Overweight Citation and Complaint Form

Dear Ms. Grant:

Effective January 1, 2025, Public Act 103-0789 requires that all Illinois Citation and Complaint Forms include an admonishment that a defendant's failure to appear in court may lead to significant consequences impacting the violator's driving privileges.

In compliance with these new requirements under 625 ILCS 5/6-308, the Illinois Uniform Citation and Complaint Form has been updated accordingly by modifying the Notice to Appear language on the Violator copy of the citation form as follows:

### NOTICE TO APPEAR

The results 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 fine penalties, assessment, and cost as provided in the NOTICE OF CONSENT FOR ENTRY OF JUDGMENT; or, the court may order a warrant to be issued, other significant consequences affecting your driving privileges, or you may be tried and sentenced in your absence.

Effective January 1, 2025, all agencies must update their electronic citation programs to comply with the new standards. Agencies using paper citation forms may continue to use their existing stock approved on September 1, 2023, provided they apply a sticker over the "Notice to Appear" admonishments on the Violator copy until updated forms with the required revisions are ordered.

In addition, clarifying language has been added to the Notices of Consent for entry of Judgment.

There have been no changes to the Printing Instructions. The Conference of Chief Circuit Judges (Conference) approved these amendments on December 6, 2024. On behalf of the Conference, I hereby submit the amended Overweight Citation and Complaint Form, effective immediately.

Sincerely,

Komerine S. Dorma

Katherine Gorman Chief Judge, 10<sup>th</sup> Judicial Circuit Chair, Illinois Conference of Chief Circuit Judges

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#### COMPLAINT COPY BACKER

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

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	MULTIFUNTION SCHOOL ACTIVITY BUS		
046	MULTIPURPOSE PASSENGER VEHICLE		

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#### (VIOLATOR COPY BACKER)

#### READ THESE INSTRUCTIONS CAREFULLY

If you wish to plead <u>"GUILTY"</u>, 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 on the ticket in the "Fine and Assessments" section on the "Total Amount" line.

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.)

If you wish to plead <u>"NOT GUILTY"</u>, 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 results 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 fine penalties, assessment, and cost as provided in the NOTICE OF CONSENT FOR ENTRY OF JUDGMENT; or, the court may order a warrant to be issued, other significant consequences affecting your driving privileges, 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 or an offense requiring a court appearance punishable by fine only, 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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				A-1	Month		Day		Year	
-										
				Officer Sign:					ID No.	

(COURT COMMUNICATION COPY BACKER)

AVOID MUI	LTIPLE COURT AP	PEARANCES
If you intend to plead NOT GUILTY to	this ticket:	
1. Complete this form and mail at least T on the bottom half of the front side of this	<b>EN (10)</b> work days before sticket (Court Place/Date set)	the date set for your court appearance noted ection).
2. Indicate what kind of trial you want- mailing instructions in number 3 below.	mark only one box, comple	ete the address section below and follow the
I WISH TO PLEAD NOT GUIL	TY AND REQUEST:	<ul> <li>A. Trial by Judge</li> <li>B. Trial by Jury</li> </ul>
A new appearance date will be set and y court until you are notified. When you any witnesses you may have.	you will be notified of the t a are notified, you should co	time and date of trial. <b>Do not come to the</b> ome to the court prepared for trial and bring
NAME		
MAILING ADDRESS		
СПТҮ		
MOBILE NUMBER. ()		
I CONSENT TO TEXT MESSAGE REMINDERS		
on the bottom half of the front side of this	t, Traffic Section, at the add	ress noted in the "Court Place/Date" section
<b>3.</b> Mail this form to the Clerk of the Cour on the bottom half of the front side of this	t, Traffic Section, at the add s ticket.	ress noted in the "Court Place/Date" section
3. Mail this form to the Clerk of the Court on the bottom half of the front side of this DO NOT M	t, Traffic Section, at the add s ticket. MAIL TO THE POLICE S GUILTY PLEA	ress noted in the "Court Place/Date" section
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### ILLINOIS OVERWEIGHT CITATION AND COMPLAINT

DEC 192024

FILED

### PRINTING INSTRUCTIONS

SUPREME COURT CLERK

WHITE

WHITE

GREEN

BLUE

**GOLDEN ROD** 

(OVERWEIGHT 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:

DIMENSIONS: THE OVERALL DIMENSION OF THE UNIFORM OVERWEIGHT (1)CÍTATION FORM SET WILL BE NINE AND THREE-FOURTHS INCHES (9 3/4") IN LENGTH BY FIVE AND ONE-HALF INCHES (5 1/2") IN WIDTH. INCLUDED IN THE LENGTH (9 3/4") IS A THREE-FOURTHS INCH (3/4") PERFÓRATED TEAR-OFF STRIP AT THE BOTTÒM AND A HALF INCH (1/2") PERFORATED TEAR-OFF STRIP AT THE TOP.

COLOR OF PAPER: ALL LEAVES OF THE OVERWEIGHT CITATION SHALL BE (2)PRINTED ON THE COLOR OF PAPER AS FOLLOWS:

- COMPLAINT COPY 1.
- DISPOSITION REPORT COPY 2.
- 3. POLICE REPORT COPY
- 4.

VIOLATOR COPY COURT COMMUNICATION COPY

FACE OF THE UNIFORM OVERWEIGHT TICKET. (3)

5.

- ALL PRINTING ON THE FACE OF THE OVERWEIGHT CITATION WILL BE IN (a) BLACK LETTERING, EXCEPT FOR THE FOLLOWING:
  - THE FOLLOWING WILL BE PRINTED AS A RED BAR (1)WITH WHITE LETTERING: TITLES TO EACH BOX (a)

    - TITLE TO THE VEHICLE USE BOX. (b)THE FOLLOWING WILL BE IN RED PRINT:
    - TICKET NUMBER (a)
      - THE TITLES TO EACH LEAF: COMPLAINT, DISPOSITION (b) <u>REPORT</u>, POLICE REPORT, VIOLATOR, AND COURT COMMUNICATION
      - THE PRINTING OF THE WORDS IN THE VEHICLE USE SECTION THE PRINTING OF THE WORDS AND BOX FOR CDL (c)
      - (d)INDICATION.
- THE FOLLOWING INFORMATION SHALL APPEAR AT THE TOP OF EACH (b) LEAF:
  - THE WORDS "ILLINOIS STATE POLICE OVERWEIGHT TICKET AND (1)COMPLAINT" (OR OTHER APPROPRIATE WORDING IDENTIFYING THE LAW ENFORCEMENT ENTITY OR MUNICIPALITY, IN THE CASE OF FORMS PRINTED AND ADAPTED FOR USE BY A MUNICIPALITY)
- THE FOLLOWING OPTIONAL INFORMATION MAY BE ADDED TO THE TOP OF (c) EACH LEAF:
  - A BAR CODE MAY BE PLACED ABOVE THE CASE NO. FIELD IN THE (1)COMPLAINT BOX.
- THE PRINTING OF THE FOLLOWING LINES IN THE VIOLATION BOX WILL BE (d) SCREENED SO THEY CAN BE WRITTEN OVER:
  - (1)"Overweight on Axle Gross Bridge"
  - "625 ILCS 5/15-111 ( )-with a road surface weight of through axles (2)
  - being pounds in excess of maximum allowed by statute." "625 ILCS 5/3-401 (d)(2)-Overweight on registration with the gross weight of \_\_\_\_\_ (3)

(2)

### **ILLINOIS OVERWEIGHT CITATION AND COMPLAINT**

### PRINTING INSTRUCTIONS

being\_\_in excess of maximum registration allowed by statute."

(e) THE PERFORATED TEAR-OFF STRIP AT THE TOP AND AT THE BOTTOM OF THE <u>COMPLAINT</u> COPY OF THE UNIFORM OVERWEIGHT TICKET SHALL HAVE IMPRINTED, IN BLACK, THE FOLLOWING WORDING:

### NOTE: USE SEPARATE TICKET FOR EACH VIOLATION

- (4) <u>BACK OF THE OVERWEIGHT TICKET</u>:
  - (a) APPROPRIATE PRINTING ON THE BACK SIDE OF THE <u>POLICE REPORT</u> COPY IS OPTIONAL.
  - (b) THE PRINTING ON THE BACK SIDE OF THE <u>COMPLAINT</u> COPY. <u>DISPOSITION</u> <u>REPORT</u> COPY, <u>POLICE REPORT</u> COPY, <u>VIOLATOR</u> COPY, AND <u>COURT</u> <u>COMMUNICATION</u> COPY OF THE UNIFORM OVERWEIGHT TICKET WILL BE IN BLACK LETTERING.
  - (c) THE BACK OF THE <u>VIOLATOR COPY</u> MAY CONTAIN A QR CODE, PLACE 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.

### (5) NO ADDITIONAL MODIFICATIONS TO THE PRINTING OF THE OVERWEIGHT CITATION ARE AUTHORIZED.