



To: Minnesota Law Enforcement Agencies; District Court Judges, County Attorneys, City Attorneys, Public Defenders, and Private Defense Lawyers

Date: June 19, 2013

Re: Statewide Standard Citation

The Minnesota Judicial Branch and the Minnesota Department of Public Safety wish to thank all criminal justice partners for their cooperation in implementing the Statewide Standard Citation. The use of the Standard Citation has achieved its intended goals and helped clarify law enforcement's intent when issuing citations. The project goals can be found on page six of the Standard Citation Final Report available on the Court's Public website:

http://www.mncourts.gov/Documents/0/Public/Justice_Agency/2011_Statewide_Citation_Standard_Report-final.pdf

This communication is intended to update you on the status of the standard citation going forward. As you might expect, once the new citation format was implemented, minor changes were identified that have now been incorporated into the citation template. The changes to the citation are explained on the Court's public website at: http://www.mncourts.gov/Documents/0/Public/Court_Payment_Center/List_of_changes_to_Standard_citation_2013.1_with_imbedded_citation.docx. We expect the content and the format of the citation to be stable over time, but there could be legislative or rule changes that require periodic revisions. The goal is to limit the citation updates to no more than once every two years, if necessary. When law enforcement agencies need to order new citations, the most current citation template will be found on the Court's public website at: <http://www.mncourts.gov/?page=4529>.

Law Enforcement will be required to implement the updated standard citation by January 1, 2014, for paper citations and July 1, 2014, for eCitations to allow for software programming changes. Further information and details about the Statewide Standard Citation can be found at the Court's public website at: <http://www.mncourts.gov/?page=4529>.

Please direct any questions you may have about the statewide standard citation to:

State.Standard.citation@courts.state.mn.us

Sincerely,

Handwritten signature of Ramona L. Dohman in black ink.

Commissioner
Department of Public Safety

Handwritten signature of Jeffrey Shultz in black ink.

State Court Administrator
Minnesota Judicial Branch