**Statewide Standard Citation**

**2013.1 Changes**

1. The field identifying the number of pages of a citation was renamed from “Page \_\_\_ of \_\_\_” to “Sequential Citations \_\_\_ of \_\_\_.” This field is to be used when more than one citation is used to issue charged for the same behavioral incident. In addition, the field location was moved from the bottom of the citation to the field immediately under the barcode field.

1. The law enforcement control number/incident number was relocated to the section of the citation that contains law enforcement information.
2. Law enforcement requested the option to use the Standard Citation for juvenile offenders. The Juvenile fields for were expanded to comply with the Minnesota Rules of Court juvenile offender requirements.

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| [ ]  Juvenile Court OffenseCircle One: JTR, JPO, DEL | Parent or Guardian’s Name:Address: | [ ]  Same address as Juvenile | Race of child |

1. To increase the visibility of the “Endangering Life or Property” field for the officer, it was relocated immediately under the “Accident/Crash field.”

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| --- | --- | --- |
| Date of Offense | Time of Offense | [ ]  Accident/Crash |
|  | [ ]  Property | [ ]  Injury | [ ]  Fatal | [ ]  Pedestrian |
| [ ]  Unsafe conditions  Weather:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | [ ]  **Endangering Life or Property\*\*Court appearance required if checked**  | [ ]  Commercial VehicleDOT#\_\_\_\_\_\_\_\_\_\_\_\_\_#Pounds overweight:\_\_\_\_\_\_\_\_[ ]  Hazardous Materials (DOT) |

1. The further clarify the location of the offense, the term “community” was exchanged for the term “county” and the instructions “circle one” was added to the field.

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| Offense Location | Circle One: City/County/Township/Other |

1. A “3rd violation” checkbox was added to each offense line to ensure the issuing officer communicated to the court which offense to connect the 3rd violation when more than one offense is listed on a citation.

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| --- | --- | --- | --- | --- |
| Offense | Charge Description | Statute/Ordinance | [ ]  3rd violation | PM, M, GM |

1. The section of the citation that identifies frequently charged offenses was realigned to provide clarity for the issuing officer and the court.

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| [ ]  Speed Minn. Stat. § 169.14 (subd. \_\_\_\_\_\_) \_\_\_\_\_\_mph \_\_\_\_\_\_\_\_\_\_Zone  | **PM, M** [ ]  3rd in 12 months |
| [ ]  No proof of Insurance Minn. Stat. § 169.791 (subd\_\_\_\_\_\_) | **M, GM**  |
| [ ]  No Seat Belt Use Minn. Stat. § 169.686.1(a) | **PM** |

1. To help clarify for the defendant/citee, a field for the name of the issuing law enforcement agency was added to the citation.

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| Agency Name:  | CN/ICR |

1. Versioning was added to the published citation to assist with tracking changes.

Version: 2013.1

1. A typographical error in a statute number was identified and corrected.

Issuance of a worthless check to the court is a crime, and you will be subject to civil and criminal penalties. In addition, a charge of up to $30 will be assessed on all returned checks (Minn. Stat. § 604.113, subd. 2).

1. A change in the Minnesota Rules of Court in 2012 changed the penalties for failure to appear or respond to a Standard Citation.

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| **Penalties for Failure to Appear or Respond**Failure to appear or respond as required may result in the following:* The Department of Public Safety and/or the Department of Natural Resources may be notified of your failure to appear and/or conviction, depending on the charge(s). These agencies may suspend your driver’s license or DNR licenses for failing to appear.
* A warrant may be issued for your arrest.
* Late penalties may be assessed.

For Petty Misdemeanors, and Misdemeanors Certified as Petty Misdemeanors, failure to appear or respond as required is considered a waiver of the right to trial, and a guilty plea and conviction will be entered on the charge(s), unless the failure to appear is due to circumstances beyond your control. (Minn. Stat. § 169.91; 609.491; Minn. R. Crim. P. 23.04-23.05.)  |

1. An instruction for a Juvenile court offense was added to the “Rights Page” of the Standard Citation.

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| **If this is a Juvenile Court Offense:** The Court will mail further information and instructions to you.  |

1. The language on the Officer Notes page of the citation was updated to provide more clear instructions for the issuing officer:

**ENDANGERING LIFE OR PROPERTY:** OFFICER BELIEVES AN OFFENSE WAS COMMITTED IN A MANNER THAT ENDANGERED LIFE OR PROPERTY.  CHECKING THIS BOX WILL CONVERT A PETTY MISDEMEANOR OFFENSE TO A MISDEMEANOR AND WILL REQUIRE THE DEFENDANT TO APPEAR IN COURT.  OFFICER NOTES ARE REQUIRED.

To view the above highlighted changes open the sample standard citation PDF image below.

