

Date sent: April 5, 2013

This communication is intended for law enforcement and eCitation vendors who electronically file citations with the Court. Court Administrators, eCitation court staff, State Court Business System Coordinators and the Minnesota Court Payment Center (CPC) are also receiving a copy for informational purposes.

To: eCitation Law Enforcement agencies, eCitation Vendors, Court Administrators, eCitation Court Staff, State Court Business Systems Coordinators and Minnesota Court Payment Center (Citation Entry)

Subject: Electronically Filing of Citations with Penalty Statutes

Purpose: To inform law enforcement that penalty statutes are not to be included on electronically filed citations. Penalty statutes are for information purposes and often describe the level of offense. MNCIS currently is unable to recognize the difference between a penalty and a charging statute. If submitted, the penalty statute is added to the citation as an actual charge rather than associated with a particular charging offense. This creates problems for the local court as it requires them to delete the penalty statute and associate it to the correct charging offense.

A request has been submitted for a MNCIS modification that will allow for the submission of penalty statutes via eCitation. This request is currently pending review for possible future development.

Additionally, eCitation programming requires that law enforcement include the level of offense information when filing a citation electronically. This information is then populated in MNCIS.

What this means for you: When electronically filing citations, do not include penalty statutes.

Thank you,

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