NOTICE TO APPEAR AND RELATED FORMS (Form TR-INST)

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JUDICIAL COUNCIL of CALIFORNIA

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TABLE OF CONTENTS

CHAPTER 1	PURPOSE OF FORMS	. 1
1.000.	Definitions	. 1
	In General	
	Notice to Appear	
	Continuation Form	
1.040.	Electronic Notice to Appear	. 2
1.041.	Notice to Correct Violation	. 2
	Notice of Correction and Proof of Service	
CHAPTER 2	AUTHORITY TO PRESCRIBE FORMAT	. 3
2.010.	Judicial Council	. 3
CHAPTER 3	REVISION DATES	. 3
3.010.	Judicial Council	. 3
CHAPTER 4		
	Required Copies	
4.020.	Size and Color	. 4
4.030.	Paper Stock	. 5
4.040.	Serial Numbers	. 5
4.050.	Printing Format	. 5
4.060.	Printing Expenses	. 5
CHAPTER 5	VARIATIONS OF MANDATORY LANGUAGE/DATA FIELDS	. 5
5.000.	In General	. 5
5.010.	Permitted Variations	. 5
CHAPTER 6	MANDATORY LANGUAGE/DATA FIELDS	. 6
6.000.	In General	. 6
6.010.	Agency Name	. 6
	Title of Form	
	Serial Number	
	Misdemeanor Check Box	
	Date and Time	
	Defendant's Name	
	Defendant's Address	
	Defendant's Class and Category of Driver's License.	
	Defendant's Age and Birth Date	
	Defendant's Physical Description	
	Defendant's Race/Ethnicity.	
	Commercial Vehicle	
	Hazardous Material	
	Vehicle Description	
	Reason for Stop	
	Name of Registered Owner/Lessee	
	Address of the Registered Owner/Lessee	
	Correctable Violation Advisement and Check Boxes	
	Booking Required	
	Violations	
	Speed	

6.200. Location of Violation	11
6.210. Officer's Declaration on Information and Belief	11
6.220. Officer's Declaration Under Penalty of Perjury	11
6.230. Other Officer	11
6.231. Declarant-Automated Traffic Enforcement System Citations	11
6.240. Defendant's Signature	12
6.250. Time to Appear or Deadline to Respond	12
6.260. Place to Appear	
6.270. Night Court	
6.280. Legend	13
CHAPTER 7 DISCRETIONARY LANGUAGE/DATA FIELDS	13
7.000. In General	13
7.010. Bail Statement	
7.030. Defendant's Thumbprint	
CHAPTER 8 PROHIBITED LANGUAGE/DATA FIELDS	14
8.010. Defendant's Social Security Number	14
APPENDIXES OF COUNCIL FORMS	
Appendix A Notice of Correction and Proof of Service, Form TR-100	A
Appendix B Continuation of Notice to Appear, Form TR-106	В
Appendix C Continuation of Citation, Form TR-108	
Appendix D Automated Traffic Enforcement System Notice to Appear, Form TR-115	D
Appendix E Nontraffic Notice to Appear, Form TR-120	E
Appendix F Traffic/Nontraffic Notice to Appear, Form TR-130	F
Appendix G Notice to Correct Violation, Form TR-140	G

Chapter 1 PURPOSE OF FORMS

1.000. Definitions

For the purposes of these instructions the following words are synonymous: (a) Notice to Appear, citation; (b) violation, offense, allegation, charges; (c) defendant, violator, person, individual, citee, driver; (d) court, court of jurisdiction; (e) officer, arresting officer, citing officer, issuing officer.

1.010. In General

Notice to Appear forms are designed to meet statutory requirements and, to the extent possible, address the procedural requirements of local courts and law enforcement agencies. Notices to Appear should provide the defendant with pertinent information regarding the charges and what steps the defendant must take to answer the allegations.

The uniform language and data fields assist law enforcement and the courts in the timely and accurate processing of the citation information. The design also ensures statewide conformity of advisements important to the defendant and that those advisements are clear and explicit.

1.020. Notice to Appear

- (a) Whenever a person is arrested for any violation declared to be an infraction or misdemeanor, or for a violation of any city or county ordinance, and the person is not immediately taken before a magistrate, the arresting officer must prepare a Notice to Appear form.¹
- (b) When the Notice to Appear is prepared on a form approved by the Judicial Council it constitutes a complaint to which the defendant may enter a plea.²

1.030. Continuation Form

- (a) The *Continuation of Notice to Appear* or *Continuation of Citation* form must be used when multiple offenses are charged and the Notice to Appear form does not provide sufficient space for the listing of all the charges. A *Continuation of Citation* is a multipurpose form intended for use with either a Notice to Appear form or a Notice to Correct Violation form.
- (b) A second Notice to Appear must not be issued in lieu of a continuation form.
- (c) The Notice to Appear and the corresponding continuation form must be treated as one law enforcement document and contain the same citation number.

¹ Veh. Code, § 40500(a); Pen. Code, § 853.6.

² Veh. Code, § 40513(b); Pen. Code, § 853.9.

1.040. Electronic Notice to Appear

- (a) An electronic Notice to Appear issued on form TR-130, *Traffic/Nontraffic Notice to Appear*, eliminates those citation-processing problems caused by the illegibility of handwritten information. The use of an electronic Notice to Appear also reduces the amount of information that must be entered into law enforcement and court computer systems.
- (b) A court is authorized to receive and file a Notice to Appear in an electronic form if all of the following conditions are met:³
 - (1) The information is on a form approved by the Judicial Council.
 - (2) The Notice to Appear is transmitted to the court by a law enforcement agency.
 - (3) The court has the facility to electronically store the information for the statutory period of record retention.
 - (4) The court has the ability to reproduce the Notice to Appear in physical form upon the demand and payment of the reproduction costs.
- (c) Any Notice to Appear prepared electronically must include all mandatory data fields and notices to the defendant that are on form TR-130. The formatting and spacing may vary depending on the software used to prepare the citation.

1.041. Notice to Correct Violation

Unless certain disqualifying conditions exist, a law enforcement officer who chooses to take action on certain registration, license, or equipment violations of the Vehicle Code must issue a Notice to Appear that specifies that the offense is correctable or a Notice to Correct Violation. (Veh. Code, §§ 40610, 40522, 40303.5.) If an agency does not receive proof of correction on a Notice to Correct, the agency can deliver to the court the signed promise with a certification that no proof of correction was received. (*Id.*, § 40618.) The Judicial Council adopted form TR-140, *Notice to Correct Violation*, in 2000. (See Appendix G.)

1.050. Notice of Correction and Proof of Service

Form TR-100, *Notice of Correction and Proof of Service*, must be used for any corrections to the original Notice to Appear citation.⁴ (See Appendix A.)

³ Pen. Code, § 959.1.

⁴ Veh. Code, § 40505.

Chapter 2 AUTHORITY TO PRESCRIBE FORMAT

2.010. Judicial Council

- (a) The Judicial Council has three forms for the Notice to Appear:
 - (1) Form TR-115, *Automated Traffic Enforcement System Notice to Appear*, ⁵ to be used in conjunction with violations of sections 22451, 21453, and 22101 recorded by an automated traffic enforcement system. (See Appendix D.)
 - (2) Form TR-120, *Nontraffic Notice to Appear*, 6 to be used for violations other than traffic offenses. (See Appendix E.)
 - (3) Form TR-130, *Traffic/Nontraffic Notice to Appear*, ⁷ to be used for both infraction and misdemeanor offenses. If form TR-130 is prepared and submitted electronically, a computer-generated paper citation is issued to the defendant at the time of arrest and a copy is filed with the court either electronically when permitted or as a paper copy. (See Appendix F.)
- (b) Form TR-106, Continuation of Notice to Appear, and form TR-108, Continuation of Citation, are intended for use in conjunction with form TR-120, Nontraffic Notice to Appear, and form TR-130, Traffic/Nontraffic Notice to Appear. (See Appendix B and Appendix C.)
- (c) The Judicial Council has not adopted a form for, nor established guidelines governing, the following: (1) parking citations, (2) arrest/booking reports, and (3) court bail courtesy notices.

Chapter 3 REVISION DATES

3.010. Judicial Council

(a) Periodically, the Judicial Council will revise Notice to Appear forms. Law enforcement must use the revised Notice to Appear form by the effective date of the revised form if it is to serve as a complaint. (See section 6.030 for exception.) Depending on changes in statutory requirements, effective dates are established to allow law enforcement as much time as possible to deplete any existing supplies of the old form, print and disseminate new forms, and, if necessary, develop new procedures and train personnel regarding the revisions.

⁵ *Id.*, § 40518.

⁶ Pen. Code, § 853.9.

⁷ Veh. Code, §§ 40500(b), 40513(b), 40522; Pen. Code, § 853.9.

(b) The council revised forms TR-130 and TR-140, effective January 1, 2024, and forms TR-115 and TR-120, effective June 26, 2015. Forms TR-100, TR-106, and TR-108 have an effective date of January 1, 2004.

Chapter 4 FORM SPECIFICATIONS

4.010. Required Copies

The arresting officer must prepare the Notice to Appear form, at a minimum, in triplicate with a copy delivered to the court and the issuing agency for Vehicle Code violations⁸ and in duplicate for all other violations.⁹ The copy of the citation issued to the arrested person must include all of the information on the copy of the citation filed with the court, including any signature for the defendant's promise to appear or respond.¹⁰ Before printing or programming Notice to Appear forms, law enforcement agencies should contact their local court to determine if there are any local requirements for the court's case management system.

4.020. Size and Color

The size and color of Notice to Appear copies for printed forms TR-106, TR-108, TR-120, TR-130, and TR-140 should conform with the requirements of the courts in which they are filed. Printed copies of forms completed electronically should comply as closely as possible with these specifications but may vary depending on the courts' or law enforcement agency's technological capabilities. The Judicial Council recommends the following minimum size and other form specifications:

- (a) A "trim" size of 4-1/4 inches wide and 7-1/2 inches long; 5/8-inch tabs on the top or bottom of the form.
- (b) Original (Court's copy), white, 15-pound paper stock. Print head-to-head.
- (c) Duplicate (Police agency's copy), pink, 15-pound paper stock. No printing on reverse.
- (d) Triplicate (Officer's copy), green, 15-pound paper stock. Print reverse head-to-head.
- (e) Quadruplicate (Defendant's copy), yellow, 20-pound paper stock. Print reverse head-to-head.
- (f) The colors of the "Court's copy" and "Police agency's copy" correspond with rule 1:3-1 of the Model Rules Governing Procedure in Traffic Cases adopted by the National Conference of Commissioners on Uniform State Laws.

⁸ Veh. Code, §§ 40500(a), 40506.

⁹ Pen. Code, § 853.6.

¹⁰ Veh. Code, § 40505.

4.030. Paper Stock

Paper stock for hand-written citations must be pressure sensitive and have a shelf life of at least five years. The citation text must be reproducible on photocopy equipment.

4.040. Serial Numbers

- (a) The serial numbers of the form sets must be sequential. There must be no "duplication" of numbers between form sets.
- (b) The format of the serial numbers is at the discretion of local law enforcement with the approval of the court.

4.050. Printing Format

- (a) A vertical format is required, except for the Proof of Service on form TR-100, which is printed horizontally to facilitate mailing.
- (b) All text on the forms must be printed in black ink, except the warning at the top of form TR-130, which should be printed in white ink. All text on citation forms TR-115 and TR-120 must have a minimum font size of 6.0 points. All text on form TR-130 must have a minimum font size of 5.0 points. Serial numbers may be printed in red ink. The box for the defendant's signature and the box for the warning may be printed in red ink. Form TR-130 may include gray shading around the appearance and response information, the citation details section, and each section on the back of the citation to improve readability.

4.060. Printing Expenses

The printing of the forms and the associated costs are not the responsibility of the Judicial Council; printing is to be arranged in accordance with local custom.

Chapter 5 VARIATIONS OF MANDATORY LANGUAGE/DATA FIELDS

5.000. In General

Mandatory language and data fields are indicated by unshaded areas on examples of Judicial Council–forms; see section 5.010 for exceptions. On form TR-130, yellow shading indicates fields that can be customized.

5.010. Permitted Variations

(a) To meet the unique customs and/or needs of local law enforcement agencies and courts, the Judicial Council form permits limited variations in specified data fields. To indicate that

variations may be permitted, these data fields are identified by shaded areas. On form TR-130, this shading is yellow. Shading should not appear on printed forms.

- (b) The California Highway Patrol is permitted to alter the format and location of the fields for the name of the court, court address, and phone number and to add a field for the location of a CHP Inspection Facility on the face of a form TR-130, *Traffic/Nontraffic Notice to Appear*, for their form CHP-215X.
- (c) Formatting for the bracketed information that is required in the "Where" field on notice to appear forms may be modified to include information for multiple court locations. On form TR-130, formatting for the information in the yellow box containing the court addresses may be modified as necessary to include the desired number of court locations.

Chapter 6 MANDATORY LANGUAGE/DATA FIELDS

6.000. In General

The mandatory language and data fields vary between the various Notice to Appear forms depending on the purpose of the form. All language and data fields in unshaded (or nonyellow, for form TR-130) areas on the forms are mandatory, even if not discussed below. Mandatory text or data fields of the forms may not be reworded or omitted, except for references to statutory authorities, which may be abbreviated differently. Citations prepared electronically may abbreviate terms to facilitate printing of forms.

Law enforcement agencies should be aware that if a written Notice to Appear is not prepared on an approved council form, a court may conclude that it does not constitute a complaint to which a defendant may enter a plea. (Veh. Code, § 40513(b).) If a defendant pleads other than "guilty" or "nolo contendere" and the court concludes that the Notice to Appear is defective, it could be necessary to refile the charges by a formal complaint. (Veh. Code, § 40513(a).)

6.010. Agency Name

The name of the citing agency and jurisdiction must appear near the top of the form.

6.020. Title of Form

The title of the form must be printed near the top of the form, or in the bottom corner, for form TR-130.

6.030. Serial Number

(a) A sequential serial number for each multipart set of Notice to Appear forms must appear horizontally near the top right corner of each form.

- (b) To facilitate the filing systems of some courts, statewide law enforcement agencies must also print the serial number in the lower right margin of the court's copy. Statewide law enforcement agencies must comply with this requirement as specified in section 3.010. Local law enforcement agencies must comply with the requirement for the duplication of the serial number in the right margin within one calendar year of a request from a local court.
- (c) The serial number may be preprinted on the Notice to Appear.
- (d) The serial number on continuation form TR-106 or TR-108 must be the same as that on the corresponding Notice to Appear; the duplication of the serial number in the right margin is not required.
- (e) Bar coding of the serial number permits those courts with bar code readers to improve the timeliness and accuracy of processing Notice to Appear forms. Within the following parameters, the bar coding of the serial number must be placed on the face of the court's copy of the Notice to Appear form:
 - (1) The bar code must appear as near as practical to the bottom of the form and is the USS Code 39 barcode data format.
 - (2) The bar code should have a 1/4-inch area (quiet zone) that is clear and free of all printing preceding the start character and the following stop character.
 - (3) Statewide law enforcement agencies must comply with the bar code requirement as specified in section 3.010.
 - (4) Local law enforcement agencies must comply with the bar code requirement within one calendar year of a request from a local court.

6.040. Misdemeanor Check Box

To facilitate processing, the citing officer must check "Respond to Citation before" on form TR-130 or the misdemeanor box at the top of the other Notices to Appear if one of the offenses charged is a misdemeanor. The misdemeanor check box does not appear on the *Automated Traffic Enforcement System* notice, form, TR-115.

6.050. Date and Time

- (a) The date and time of the issuance of the Notice to Appear must be indicated near the top of the form.
- (b) The "Date of Violation" data field must be Mo./Day/Yr.

(c) A check box "A.M./P.M." format is provided as an optional field to indicate the time. Indicating the time in the form of "A.M./P.M." is more easily understood by most defendants than the use of the 24-hour clock (military time).

6.060. Defendant's Name

- (a) The defendant's name is required on the Notice to Appear. 11
- (b) The sequence of the defendant's name must be First/Middle/Last. This sequence corresponds with the California Driver License/Identification Card.

6.070. Defendant's Address

- (a) The defendant's current address must be indicated on the Notice to Appear. 12
- (b) The address must be the defendant's mailing address. The mailing address allows the court to mail a courtesy notice and/or other correspondence to the defendant.
- (c) A street address may also be indicated in addition to the mailing address.

6.071. Defendant's Class and Category of Driver's License

- (a) The defendant's class of driver's license may be specified on the Notice to Appear.
- (b) Notice to Appear forms TR-115 and TR-130must specify whether the defendant's driver's license is a commercial driver's license.

6.080. Defendant's Birth Date

- (a) The defendant's birth date is required on the Notice to Appear. The sequence of the birth date must be Mo./Day/Yr.
- (b) The birth date data field is designed to accept a numerical entry.

6.090. Defendant's Physical Description

- (a) The defendant's sex, hair, color of eyes, height, and weight are required on the Notice to Appear. See section 6.091 for the policy regarding the defendant's race/ethnicity.
- (b) Data fields for the recording of the defendant's physical description are designed to accept the standard abbreviations of physical descriptors.

¹¹ Veh. Code, §§ 40500(a), 40518(b); Pen. Code, § 853.6.

 $^{^{12}}$ Veh. Code, §§ 40500(a), 40518(b); Pen. Code, § 853.6.

6.091. Defendant's Race/Ethnicity

- (a) A specific data field for the defendant's race or ethnicity must be added to the Notice to Appear form. The data field should be located on the same line as other physical descriptors.
- (b) If the defendant's race or ethnicity is to be indicated, the Judicial Council recommends the use of a single alpha character. Reference: California Department of Justice's Electronic Disposition Reporting Manual.

6.100. Commercial Vehicle

If the vehicle involved in an offense when a notice to appear is issued is a commercial vehicle, ¹³ the citing officer must mark the check box within the data field, "**COMMERCIAL VEHICLE** (Veh. Code, § 15210(b))."

6.110. Hazardous Material

If the vehicle involved in an offense when a notice to appear is issued was transporting hazardous material, the citing officer must mark the check box within the data field, "HAZARDOUS MATERIAL (Veh. Code, § 353)."

6.120. Vehicle Description

The year, make, model, body style, and color of the vehicle operated by the defendant at the time of the offense must be indicated on the Notice to Appear. 14

6.130. Reason for Stop

The officer must write the reason for the stop on notices used for traffic stops (forms TR-130 and TR-140).¹⁵

6.140. Name of Registered Owner/Lessee

- (a) The Notice to Appear must contain the name of the registered owner or lessee. ¹⁶
- (b) The name must be indicated on the Notice to Appear in the sequence First/Middle/Last, unless a company is listed as the registered owner of the vehicle or vehicles.

¹³ *Commercial vehicle* is defined in Vehicle Code section 15210(b). The requirement to indicate if offense involves a motor vehicle is per Vehicle Code section 40300.2.

¹⁴ Veh. Code, § 40500(a).

¹⁵ Veh. Code, § 1656.3

¹⁶ *Id.*, § 40500(a).

6.150. Address of the Registered Owner/Lessee

- (a) The address of the registered owner/lessee must be indicated on the Notice to Appear. 17
- (b) The address must be the registered owner's mailing address.

6.160. Correctable Violation Advisement and Check Boxes

- (a) Whenever a person is arrested for violations specified in Vehicle Code section 40303.5 and none of the disqualifying conditions set forth in Vehicle Code section 40610(b) exist, and the officer issues a Notice to Appear, the notice must specify the offense charged and note in a form approved by the Judicial Council that the charge will be dismissed upon proof of correction.¹⁸
- (b) For offenses identified in Vehicle Code section 40303.5 the citing officer must indicate by marking the appropriate "Yes" or "No" check box whether or not the offense is eligible for dismissal upon proof of timely correction. Marking the "No" box denotes that disqualifying conditions specified in Vehicle Code section 40610(b) exist.
- (c) The correctable violation advisement and the check boxes do not appear on the *Automated Traffic Enforcement System* notice form, TR-115.

6.170. Booking Required

The officer may either book the arrested person prior to release or indicate on the Notice to Appear that the arrested person must be booked before appearing in court. ¹⁹ If the "Booking Required" check box is checked on form TR-120 or TR-130, the arresting agency must complete the verification of booking section on the defendant's copy of the form. The "booking required" check box does not appear on the *Automated Traffic Enforcement System* notice, form TR-115.

6.180. Violations

The Notice to Appear must state the offenses charged.²⁰

6.190. Speed

A Notice to Appear charging a speeding violation must specify the approximate speed ("approx."), prima facie or maximum speed, and any other speed limit exceeded.²¹

¹⁸ *Id.*, § 40522.

¹⁹ Pen. Code, § 853.6.

²⁰ Veh. Code, § 40500(a); Pen. Code, § 853.6.

²¹ Veh. Code, § 40503.

¹⁷ *Ibid*.

- (a) The "safe speed" box is provided so that the officer can indicate a speed different from the maximum or prima facie (posted) speed when the Notice to Appear is prepared charging a violation of the basic speed law (Veh. Code, § 22350). Conditions affecting the safe speed limit should be noted on the Notice to Appear (e.g., fog, rain, etc.).
- (b) When a speed violation is charged, both the approximate speed and the prima facie speed applicable to the street or highway should be indicated.
- (c) Entry of the maximum speed limit pertaining to the particular type of vehicle, or combination of vehicles, is only required if the defendant is cited for exceeding the speed limit for that vehicle.

6.200. Location of Violation

The Notice to Appear must state the location of where the offenses charged occurred.

6.210. Officer's Declaration on Information and Belief

The officer must indicate on the Notice to Appear (check box) when the offense was not committed in the officer's presence and that the officer's declaration is on information and belief. A citizen's complaint and a collision investigation are examples of a situation that may result in the officer checking the box. The declaration is separate and distinct from the officer's declaration under penalty of perjury discussed in section 6.220.

6.220. Officer's Declaration Under Penalty of Perjury

The Notice to Appear must contain the officer's dated declaration, under penalty of perjury, subscribed by the officer, that the information regarding the violations is true and correct.²² The date of the declaration must appear in the declaration date field when completed by either an arresting or a citing officer.

6.230. Other Officer

The name of the arresting officer, if different from the name of the officer completing the Notice to Appear, must be stated on the Notice to Appear. This policy was adopted to address situations in which there are teams of officers working radar enforcement or aerial patrol. This option is not available on the *Automated Traffic Enforcement System Notice to Appear*. (See section 6.231.)

6.231. Declarant-Automated Traffic Enforcement System Citations

The name of the government agency or law enforcement representative making the declaration, "Violation was not committed in my presence. The above is declared on information and belief

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²² Code Civ. Proc., § 2015.5.

and is based on photographic evidence," must be stated on the *Automated Traffic Enforcement System Notice to Appear*.

6.240. Defendant's Signature

To secure release from arrest, the defendant must give his/her written promise to appear.²³ The defendant's signature on the defendant's copy of the citation must be identical to the signature on the copy of the citation filed with the court. The requirement for a signed promise to appear does not apply to citations issued for violations recorded by an *Automated Traffic Enforcement System Notice to Appear*.

The defendant has the option to provide their cellphone information when they sign the citation. This information may be used by the court to send reminders about mandatory appearances and deadlines.²⁴

6.250. Time to Appear or Deadline to Respond

- (a) The time specified in a Notice to Appear issued for a traffic offense must be a specific date which is at least 21 days after arrest; the court having jurisdiction over the offense charged may authorize the arresting officer to specify on the Notice to Appear that the appearance may be made before the time specified.²⁵
- (b) When a Notice to Appear has been issued for a violation recorded by an automated traffic enforcement system, it must be mailed within 15 days of the violation date to the current address of the registered owner of the vehicle on file with the Department of Motor Vehicles, with a certificate of mailing obtained as evidence of service.²⁶ The time to appear must be at least ten days after the Notice to Appear is delivered.²⁷
- (c) The time to appear placed on Notice to Appear for a nontraffic offense must be at least 10 days after the date of arrest for a nontraffic violation. (Pen. Code, § 853.6.)
- (d) In the case of juveniles, the court having jurisdiction over the offense charged may require the arresting officer to indicate on the Notice to Appear "to be notified" rather than a specific date. ²⁸

²³ Veh. Code, § 40504; Pen. Code, § 853.6.

²⁴ Cal. Rules of Court, rule 4.107.

²⁵ Veh. Code, § 40501(a).

²⁶ *Id.*, § 40518(a).

²⁷ *Id.*, § 40518(b).

²⁸ *Id.*, § 40501(b).

6.260. Place to Appear

The place specified on the Notice to Appear must be one of the following:

- (a) Before a magistrate or judge.²⁹
- (b) Before a person authorized to receive a deposit of bail.³⁰
- (c) Before the juvenile court, juvenile court referee, or juvenile hearing officer.³¹

6.270. Night Court

If the court identified in the Notice to Appear holds night sessions, the notice must include a statement advising the defendant.³²

6.280. Legend

The lower left corner of the Notice to Appear forms must denote that the form is a Judicial Council form and specify the council's form number.

Chapter 7 DISCRETIONARY LANGUAGE/DATA FIELDS

7.000. In General

The discretionary (shaded or yellow) areas on the forms (see Appendixes) depict language and data fields that are frequently included at the option of the court or law enforcement agency (with the consent of the court in which the Notice to Appear is to be filed).

Because of limited space, not all of the discretionary language and data fields used throughout the state can be shown on the sample forms. The following are narrative descriptions of several discretionary data fields.

7.010. Bail Statement

If the offense is bailable, the magistrate must fix the amount of bail and endorse the following statement on the warrant for arrest.³³

²⁹ *Id.*, § 40502(a), (b); Pen. Code, § 853.6.

³⁰ Veh. Code, § 40502(c); Pen. Code, § 853.6.

³¹ Veh. Code, § 40502(d).

³² Ibid.

³³ Pen. Code, § 815(a).

BAIL	: The defendant is to be admitted to bail in the sur	m of	dollars.		
	Judge				

Note: The mandatory requirement that the above statement appear on the reverse of the court's copy disrupts the processing of Notice to Appear forms in those automated courts that use the space for cash register validations, automated traffic system notations, and notes of court proceedings. These courts use a separate form when issuing a warrant for arrest. For those reasons, the warrant for arrest statement is now discretionary.

7.030. Defendant's Thumbprint

- (a) The defendant's thumbprint may be placed on the Notice to Appear in situations in which there is a question in the citing officer's mind as to the true identity of the defendant. The court will then have the option of comparing thumbprints in those cases where the defendant alleges that another person has committed the cited offense.³⁴
- (b) The Judicial Council recommends that the thumbprint on form TR-120 or TR-130 be placed in a one-inch square area located on the reverse of the court's copy in the lower left corner. For electronic citations, a digitized thumbprint or fingerprint may be printed on the defendant's paper copy of the citation and filed with the court as part of the notice to appear. If the defendant's thumbprint or fingerprint is captured electronically as a digital image, but not included as part of the notice to appear, the digital image may be retained by the arresting agency for use as provided in Penal Code sections 853.5 and 853.6 and Vehicle Code sections 40500 and 40504 and any other purposes permitted by law.
- (c) The thumbprint item does not appear on the *Automated Traffic Enforcement System Notice to Appear*.

Chapter 8 PROHIBITED LANGUAGE/DATA FIELDS

8.010. Defendant's Social Security Number

The defendant's social security number must not be indicated on the Notice to Appear, unless the social security number is also the driver's license number and/or the defendant holds a commercial driver's license.

³⁴ Veh. Code, § 40500(a); Pen. Code, § 853.6.

To protect an individual's civil rights, federal statutes allow a very restricted compulsory use of a person's social security number for the purpose of establishing identity.³⁵

Federal statutes do permit an agency having administrative responsibility for driver's license and motor vehicle registration laws to use a person's social security number to establish that person's identity as it relates to the laws within the agency's jurisdiction.³⁶

The California Department of Motor Vehicles requires an individual to disclose their social security number in order to obtain a driver's license or identification card.³⁷ A number of other states use the individual's social security number as the driver's license number.

³⁵ Pub. L. No. 93-579, § 7.

³⁶ 42 U.S.C. § 405(c)(2)(C)(i)(iv).

³⁷ Veh. Code, §§ 1653.5, 12801.

Appendix A: Notice of Correction and Proof of Service, Form TR-100

NAME OF COURT: STREET ADDRESS: MALING ADDRESS: CITY AND ZIP CODE: BRANCH NAME: TELEPHONE: PEOPLE OF THE STATE OF CALIFORNIA VS. DEFENDANT:		Date: Original to court Defendant's Address	where the mailing took place. My business address is where the mailing took place. My business address is Co (date): On (date): depositing in a sealed envelope, postage prepaid, with lacting in a sealed envelope, postage prepaid in a sealed envelope prepaid in a seal	am at least 18 years of age, not a party to this action
NOTICE OF CORRECTION AND PROOF OF SERVICE (Vehicle Code, § 40505) AMENDING OFFICER NAMERID NO: DEPARTMENT/AGENCY:		s Address	place. My place. My envelope, of perjun	of age, no
CITATION NUMBER: CASE NUMBER		(Type or pr	business business wed this N postage i	t a party t
A Notice to Appear/Notice to Correct Violation was issued to you by an officer of this department on (date): The citation issued to you contained an error as indicated by the items checked below. This notice of correction does not affect the validity of the citation or the required court appearance. Date/time of violation should be Date/time of court appearance should be changed	L	print name)	S is:	
from to to		(SIGNATURE	the United States Postal Service at (city and state): State of California that the foregoing is true and correct	and I am a resident of or employed in the county where
Location of violation should be changed from to Other (specify):		URE)	Service at (city and state) the foregoing is true and co	moloved in t
I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.			listed below by (city and state)	na Buni
Date: (Signature of officer) Form Adopted for Mandatory Use Judicial Council of California TR-100 [Rev. January 1, 2004]	-	·	by made of the state of the sta	v where

Appendix B: Continuation of Notice to Appear, Form TR-106

CONTINUATION OF NOTICE TO APPEAR (Face of Violator's Copy)

Ю	NTINU/ APPEA					ffic Nontraffic		tation No
Date 1.	1	I		Time	AM PM	Day of Week		
lame 2.	e (First, A	fiddle, La	ist)					
eh. L	Lic. No. c	r VIN					St	ate
orre	ectable Vi	olation (\	/eh. Co	ode, § 40610	D)		Misdem	eanor o
8 8	No	Code	and	Section	Descr	iption	Infraction	n (Circle)
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leck	are under	penalty	of perju ion of t	iry under the	e laws of the S nent documen		the foregoing is true	
	9	,	АП	esting or Ci	ung Omoer		Serial N	0.
_	Date		10730137.17			ferent from Citing	Officer Serial N	Q.

CONTINUATION OF NOTICE TO APPEAR

(REVERSE OF VIOLATOR'S COPY)

IMPORTANT — READ CAREFULLY

This form is used when multiple offenses are charged and the original notice to appear form does not provide sufficient space for the listing of all the charges. PILEASE REFER TO THE REVERSE OF THE ORIGINAL NOTICE TO APPEAR FOR IMPORTANT INFORMATION REGARDING YOUR LEGAL OBLIGATIONS.

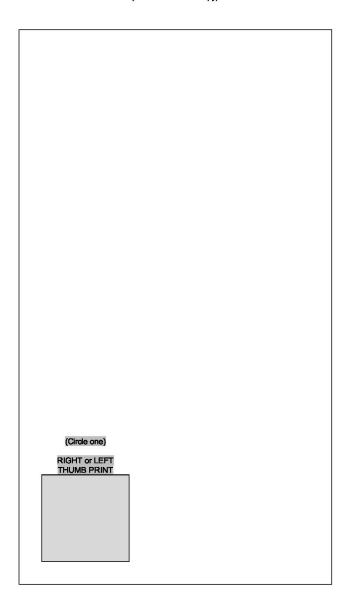
CORRECTABLE VIOLATIONS: Those driver license, vehicle registration, and mechanical violations cited in accordance with Vehicle Code section 40610(a) will be dismissed by the court if PROOF OF CORRECTION and payment of a transaction fee are presented to the court by mail or in person on or before the appearance date.

Violations of Vehicle Code section 16028 (automobile insurance) will be dismissed upon your showing to the court that evidence of financial responsibility was valid at the time this citation was issued.

Proof of correction should be obtained for driver license, registration, and equipment violations. CORRECT EQUIPMENT VIOLATIONS IMMEDIATELY.

Section(s) Violated	Signature of Person Certifying Correction	Serial No.	Agency	Date
		1	1.65.103	2000
			_	
,				
-	7			
-		1	_	

CONTINUATION OF NOTICE TO APEAR (Reverse Of Court Copy)



Appendix C Continuation of Citation, Form TR-108

CONTINUATION OF CITATION (Face of Violator's Copy)

State (Veh. Code, § 40610) Code and Section Description	Misdemes Infraction M M	
n (Veh. Code, § 40610)	Misdeme: Infraction M	(Circ
n (Veh. Code, § 40610)	Misdeme: Infraction M	(Circ
	Infraction M M	(Circ
Code and Section Description	Infraction M M	(Circ
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CONTINUATION OF CITATION

(Reverse of Violator's Copy)

IMPORTANT—READ CAREFULLY

This form is used when multiple offenses are charged and the original Notice to Appear/Notice to Correct Violation form does not provide sufficient space for the listing of all the charges. PLEASE REFER TO THE REVERSE OF THE ORIGINAL NOTICE TO APPEAR/NOTICE TO CORRECT VIOLATION FOR IMPORTANT INFORMATION REGARDING YOUR LEGAL OBLIGATIONS.

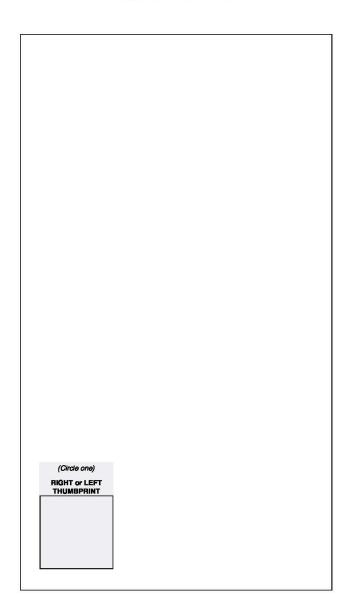
CORRECTABLE VIOLATIONS ON A NOTICE TO APPEAR: Those driver license, vehicle registration, and mechanical violations cited in accordance with Vehicle Code section 40810(a) will be dismissed by the court if PROOF OF CORRECTION and payment of a transaction fee are presented to the court by mail or in person on or before the appearance date. Proof of correction should be obtained for driver license, registration, and equipment violations. CORRECT EQUIPMENT VIOLATIONS IMMEDIATELY.

Violations of Vehicle Code section 16028 (automobile insurance) will be dismissed only upon (1) your showing or mailing to the court evidence of financial responsibility valid at the time this notice to appear was issued and (2) your payment of a transaction fee.

CORRECTABLE VIOLATIONS ON A NOTICE TO CORRECT VIOLATION: Those driver license, vehicle registration, and mechanical violations cited in accordance with Vehicle Code section 40610(a) must be corrected and PROOF OF CORRECTION must be provided to the law enforcement, agency's office designated on the reverse side of the Notice to Correct Violation form within 30 days in order to have the violation cleared. Proof of correction should be obtained for driver license, registration, and equipment violations. CORRECT EQUIPMENT VIOLATIONS IMMEDIATELY.

Section(s)	Signature of Person			
Violated	Certifying Correction	Serial No.	Agency	

CONTINUATION OF CITATION (Reverse of Court's Copy)



Appendix D Automated Traffic Enforcement System Notice to Appear, Form TR-115

TRAFFIC NOTICE TO APPEAR Automated Traffic Enforcement System

(NAME O				CTION) utomated	Traffic	Enforce	ment	(Citation No.)
Date of Viol	ation		Time	□AM □PM	Day o	f Week WTF S	Case N	
Name (First	t, Middle, L	ast)						
Address 3.								
City 4.			St	ate	ZIP Co	de		
Driver Lic. 1 5.	No.		Sta	te Class		mercial s 🗌 No	Age	Birth Date / /
Sex 6.	Hair	Eye	98	Height	Weight	Race	•	
Veh. Lic. No. 7.	o. or VIN	_		State			COMMER	CIAL VEHICLE
Yr. of Veh. 8.	N	lake	Model	Body Styl	Colo	or .	_ HAZARD	de, § 15210(b))
Registered 9.	Owner or I	essee					(veh. Co	de, § 353)
Address 10.								
City 11.					State		ZIP Code	
Code and I	Section			Descript	lon			
Location of	Violation a	it	•	City/County of	f Occurre	nce		
				nce. The abo	ve is dec	lared on in	formation a	nd belief and is
	n photogra ider penalt			laws of the	State of C	alifomia th	e foregoina	is true and
correct.		y e. pe.,e.	,				- 10.1000	90 2002 0
Date Issu 14.	ned			Declarant				ID No.
			COURT	ON OR BEFO	RE:			
pane.	EN: DATE	(c)	NSTRUCT	IONS ON TH	E REVER		ime:	DAM DPM
16. WHEF		on[s] or div t address[rision[s], ro	om no[s].]		Đ	ilerk's Offik Insert hours is open.]	e Hours clerk's office
			FPO	Barco	de			
to all all all &								NDANT COPY
Judicial Co. Rev. 06-26-							5	EE REVERSE TR-115

TRAFFIC NOTICE TO APPEAR Automated Traffic Enforcement System

	Citation Is Based on Photographic Evidence							
	cle identified on the front was photographed in violation of a traffic signal or sign.							
	y see the photographs. Contact:							
	y see the photographs online at:							
	s information about the evidence in this case, you may contact the issuing agency, by telephone at:							
or in per	son at:during the hours of							
f you we contact_	ere not driving the vehicle at the time of the violation,							
	WHAT TO DO							
respond If you do 1. If you a. <i>(Pay</i>	re been issued a citation that charges you with a traffic infraction. You must by following one of the procedures below by the date on the front (see "WHEN"). o not, you may lose your license to drive, and your money penalties may increase. I do NOT contact the violation the bell amount) (See "BAIL INFORMATION" below) Your bail will be forfeited to							
will appo be charg affected								
b. (Traffic school) You may be able to avoid the point count and adverse effect on your insurance by attending traffic school. Contact the court to request traffic school. You must pay the ball amount as a fee, and you may have to pay other fees.								
prior to court tria required court for	I contast the violation (select one) rt triel) Send a certified or registered letter postmarked not later than five days the appearance date, or come to the court by the appearance date to request a all on a future date when an officer and witnesses will be present. You may be to submit the bail amount. You will be given a date for your trial. Go online or call the information on going to court without paying bail.							
-OR-	•							
han five the from given for n court.	I by written declaration) Send a certified or registered letter postmarked not later a days prior to the appearance date, or come to the court on or before the date on a tend request a trial by written declaration. Submit the ball amount. You will be mins to allow you to write a statement and submit other evidence without appearing An officer will also submit a statement. The judicial officer will consider all of the e at the same time and decide the case.							
than five the fron given for n court	by written declaration) Send a certified or registered letter postmarked not later advays prior to the appearance date, or come to the court on or before the date on and request a trial by written declaration. Submit the ball amount. You will be rms to allow you to write a statement and submit other evidence without appearing. An officer will also submit a statement. The judicial officer will consider all of the							
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b. (Trian than five the from given fo n court. evidence f you w on your the cita	I by written declaration) Send a certified or registered letter postmarked not later adays prior to the appearance date, or come to the court on or before the date on tand request a trial by written declaration. Submit the ball amount. You will be may be a submit other evidence without appearing An officer will also submit a statement. The judicial officer will consider all of the e at the same time and decide the case. WRITING TO THE COURT ritle to the court, always write the citation number and your driver license number letter. Use of certified or registered mail is required. Do not send your copy of ston. Keep it for your own records. BAIL INFORMATION							
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o. (Trian) than five the from given foo n court. evidence f you w on your the cita The "ba Make th Write th You ma	by written declaration) Send a certified or registered letter postmarked not later adays prior to the appearance date, or come to the court on or before the date on land request a trial by written declaration. Submit the ball amount. You will be must be always prior to the sate as statement and submit other evidence without appearing. An officer will also submit a statement. The judicial officer will consider all of the e at the same time and decide the case. WRITING TO THE COURT ritle to the court, always write the citation number and your driver license number letter. Use of certified or registered mail is required. Do not send your copy of ston. Keep it for your own records. BAIL INFORMATION If is the amount to pay or deposit for the charged violation. Ball Amount: \$OR [See enclosed Information] e check or money order payable to e claim number and your driver license number on your check or money order. y deposit the ball in person, by mail or by phone. Go online or call the court for							
b. (Trial than five the from given for in court. evidence If you w on your the cita Make th Write th You ma Informati	by written declaration) Send a certified or registered letter postmarked not later adays prior to the appearance date, or come to the court on or before the date on any care and the court on or before the date on any care at the busy written declaration. Submit the ball amount. You will be most to allow you to write a statement and submit other evidence without appearing. An officer will also submit a statement. The judicial officer will consider all of the e at the same time and decide the case. WRITING TO THE COURT ritle to the court, always write the citation number and your driver license number letter. Use of certified or registered mail is required. Do not send your copy of ston. Keep it for your own records. BAIL INFORMATION If is the amount to pay or deposit for the charged violation. Ball Amount: \$OR [See enclosed Information] e check or money order payable to e citation number and your driver license number on your check or money order. y deposit the ball in person, by mail or by phone. Go online or call the court for lion on going to court without paying bail. NIGHT COURT TRIALS [are] [are NOT] available for this citation. JUVENILES re under 18, you must be accompanied by your parent or guardian when you in court of the first additional information, call the Juvenile Traffic							
b. (Trie: than five than five the fron n court. the fron n court. the clta The "ba Make th Write th Write th annformati	by written declaration) Send a certified or registered letter postmarked not later a days prior to the appearance date, or come to the court on or before the date on an are request a trial by written declaration. Submit the ball amount. You will be not an are request a trial by written declaration. Submit the ball amount. You will be a statement and submit other evidence without appearing. An officer will also submit a statement. The judicial officer will consider all of the e at the same time and decide the case. WRITING TO THE COURT Tritle to the court, always write the citation number and your driver license number letter. Use of certified or registered mail is required. Do not send your copy of ston. Keep it for your own records. BAIL INFORMATION If is the amount to pay or deposit for the charged violation. Ball Amount: \$OR [See enclosed Information] the check or money order payable to e citation number and your driver license number on your check or money order. It is only one of your own the court for lion on going to court without paying bail. NIGHT COURT TRIALS [are] [are NOT] available for this citation. JUVENILES To under 18, you must be accompanied by your parent or guardian when you in court of the court of or court of the c							

Appendix E Nontraffic Notice to Appear, Form TR-120

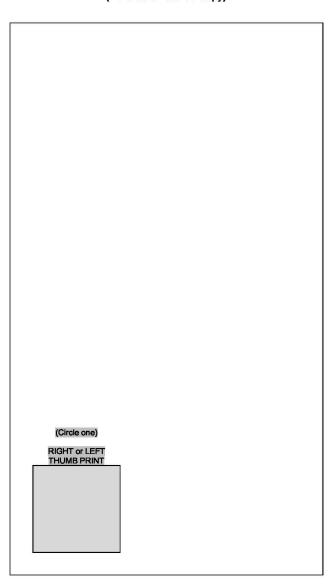
NONTRAFFIC NOTICE TO APPEAR (Face of Court's Copy)

Date of Violation I I Day of Week S M T W T F S M T W T T T T T T T T T T T T T T T T T		Agency and	Jurisdiction)		No	ntrafi		SDEME	ANO	R	(Citation	No.)
Name (First, Méddie, Last) Address City State/Country ZIP Code E-mail Address City A. Prer Lic. No. State Class Age Birth Date	Date of Viola	tion	Time								Case No	
City						8	MI	WIF	. 5			
State State Country ZIP Code E-mail Address	2. Address											
Driver Lic. No. State Class Age Birth Date J Juvenile (Phone No.) Sex Hair Eyes Height Weight Race Other Description Misdemeanor or Infraction (Circle) M I M I M I M I M I M I M I M	3.											
Sex Hair Eyes Height Weight Race Other Description Misdemeanor or Infraction (Circle)				State/C	country	Z	IP Cod	le	E-m	ail Addr	9 55	
Code Ordinance Description Infraction (Circle) M I M I M I M I M I M I M I M		L	State	Class	Age		-		7	Juvenil)	e (Phon	e No.)
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Evidence Seized Docation of Violation(s) City/County of Occurrence Occurren	7.									М		
City/County of Occurrence	18.									М		Į.
Ocomments	Evidence Sei	zed				В	ooking	Require	d			
Comments Violations not committed in my presence, declared on information and belief. Violations not committed in my presence, declared on information and belief. Violations not committed in my presence, declared on information and belief. Violations of presence of the State of California the foregoing is true and correct. Arresting or Citing Officer. Violations of Dec. Date of Arresting Officer, if different from Citing Officer of Serial No. Dec. Date of Dec. Date of Arresting Officer, if different from Citing Officer of Serial No. Dec. Date of Detection of Dete		iolation(s)			City/C	Coun	ty of O	ocurrenc	ю			
Usolations not committed in my presence, declared on information and belief. I declare under penalty of perjury under the laws of the State of California the foregoing is true and correct.	Comments											
Ideclare under penalty of parjury under the laws of the State of California the foregoing is true and correct. Ideclare Idea Id	☐ Viola	tions not commit	ted in my presen	ice, declar	ed on in	form	ation a	nd belie	f.			
Dec. Date Arresting or Citing Officer Dec. Date Name of Arresting Officer, if different from Citing Officer WITHOUT ADMITTING GUILT, I PROMISE TO APPEAR AT THE TIME AND PLACE INDICATED BELOW. X Signature NHAT TO DO: WHEN: WHER: WHERE: WHERE: WHERE: Column		er penalty of perj	ury under the lav	vs of the S	tate of 0	Califo	mia th	e forego	ing i	s true ar	nd correc	t
Dec. Delso Name of Arresting Officer, if different from Citing Officer Serial No. Dates Off WITHOUT ADMITTING GUILT, I PROMISE TO APPEAR AT THE TIME AND PLACE INDICATED BELOW. X Signature WHEN: ON OR BEFORE THIS DATE: / / Time: AM PM Time: AM PM PM Time: AM PM												0
Dec. Date Name of Arresting Officer, if different from Citing Officer Serial No. Dates Off WITHOUT ADMITTING GUILT, I PROMISE TO APPEAR AT THE TIME AND PLACE INDICATED BELOW. X. Signeture WHEN: ON OR BEFORE THIS DATE: / / Time: AM PM Tim	Dec. Date		Arresting or Citi	ing Officer	8			Seri	al N	0.	Date	s Off
WHEN: ON OR BEFORE THIS DATE: / Time: AM PM Time: AM P		Name of Ar	resting Officer if	different f	rom Citi	na O	fficer	Carl	-I M			
WHEN: ON OR BEFORE THIS DATE: / / Time: AM PM TIME: AM	WITHO	OUT ADMITTING ATED BELOW.									Dan	
WHAT TO DO: FOLLOW THE INSTRUCTIONS ON THE REVERSE. Name of court[s] Section[s] or division[s], room no[s]. Server address[ss] Phone No. You may arrange with the clerk to appear at a night session of the court. FPO Barcode (USS Code 39) DEFENDANT COPY	11 313	100V 10	BEFORE THIS D	DATE:	ī	ī		Time:				PM
	WHAT TO	DO: FOLLON	W THE INSTRUC	CTIONS O	NTHE	REVI	ERSE.					
[Street address[esi]] Phone No.] To be notified PO Barcode (USS Code 39) DEFENDANT COPY		RE: [Name of	of court[s]]									
E8. □ To be notified □ You may arrange with the clerk to appear at a night session of the court. FPO Barcode (USS Code 39) DEFENDANT COPY		[Street a	ddress[es]]	. John Holja	34							
DEFENDANT COPY	8. 🗆 To be no			with the c	lerk to	app	ear at a	night	8688	lon of t	he court	
			FPO Baro	code (l	JSS	Со	de 3	39)		DEE	ENDANT	COBY
	Judicial Coun	cil of California F	orm									

NONTRAFFIC NOTICE TO APPEAR (Reverse Of Defendant's Copy)

AT [website address] YARNING: If you fall to appear in court as you have promised, you may be arrested and punishe yo MONTHS IN JAIL AND/OR A \$1,000 FINE, regardless of the disposition of the original charge Pen. Code, § 853.7.)								
Pen. Code, § 853.7.) *Booking Required is checked you must appear on a weekday prior to your court data for booking the shape of and the shape of and the shape of the shape								
at: and bring the signed verification to you	ır court appearance. CallI	between the hours for more	of and information.					
Booking Verification: I declare under penalty of perjury under the laws of the State of California that was booked on Defendant's name Date Officer Serial No.								
Defendant's name	Date	Officer	Serial No.					
	WHAT TO DO							

NONTRAFFIC NOTICE TO APPEAR (Reverse Of Court's Copy)



Appendix F Traffic/Nontraffic Notice to Appear, Form TR-130

AGENCY NAME/JURIS	SDICTION IN	FO	5°	(CITATIC	N NUMBER)			
NOTICE TO:			Street Addre	urt, Division of Cour ss, City, State ZIP				
☐ APPEAR IN COL	JRT AT	BMC	Name of Co	XXXX ⇒ websites urt, Division of Cour ss, City, State ZIP				
OF		— LI-MI	Ø XXXXXXX. □ Name of Cou	XXXX ⇒ websiteur urt. Division of Cour	2			
□ RESPOND TO C	EFORE:	Street Addre	ss, City, State ZIP XXXX ⇒ websiteu	moo.h				
DATE:/	!I		Street Addre	urt, Division of Cour ss, City, State ZIP XXXX ⇒ websiteu	i.com			
See back for deta		s	ACT BY	THIS DATE	TO AVOID A			
☐ To be notified Date of Violation (mm/dd/yy)	Time 🗆 🗚 🗀	PM Driver's		ANT <i>OR</i> ADD all states)	Class State			
		- 100 - 100		***************************************				
Name (first, middle, last)								
Current Address (no., street	, city, state, zip)						
Date of Birth (mm/dd/yy)	Parent/Gua	ardian Phone	No. Duvenile	Commercial Insurance				
Race / Ethnicity	Sex I-	lair	Eyes	Height	Weight			
Vehicle License/VIN	icense/VIN State			Year of Veh.	Make			
Besistand Owner/Leases	7 8	- O			D. J. Olds			
Registered Owner/Lessee	Same as driver	☐ Owner's resp	onsibility (VC, § 40001)	Model	Body Style			
Address (no., street, city, sta	ate, zip) 🗆	Same as driver		,	Color			
Reason for Stop				CHP / DO	OT / PUC / ICC			
OYON					M M			
□ Y □ N Approx. Speed PF/Max Spe	ed Veh. Limit	Safe Speed	d Radar/Lidar	Te	Commercial Veh.			
	37/4 3		Marker W. Hall		C, § 15210(b)			
Location of Violation					Hazardous Mat. /C, § 353			
City/County of Occurrence				Ager	icy Case No.			
Comments (weather, road, t	traffic condition	s)		☐ Crash				
□ Violetiene net committe	d in		information and	haliaf A/O S 4	0000			
Uviolations not committed lectare under penalty of								
DECL. DATE	ARRESTI	NG OR CITING	OFFICER	_ =	SERIAL NO.			
DECL. DATE	(if different from above)		SERIAL NO.					
I promise to act by the	e date at the	top of thi	s citation. Signin	g DOES NOT	admit gulit.			
CELLPHONE - OPTIONAL (me	y be used for rem	inders)	EMAIL - OPTION	NAL (may be used	for reminders)			
x		SIGNAT	TURE					
DEFENDANT COPY FO	RM INFO	SIGNAI	er sle					
Continuation form		_	'DO D	. 1100.0	- d - 00			
Form Adopted for Mandatory Use Judicial Council of California	•		PO Barcode	9 USS C	oae 39			
TR-130, Traffic/Nontraffic Notice [Rev. Jan. 1, 2024] SEE REVERSE	to Appear				§§40500(b), 40513(b), 00; Pen. Code, §853.9			
	T/	4В А	REA					

28

WHAT YOU NEED TO DO

Step Which box is checked on the front of the citation: APPEAR IN COURT or RESPOND TO CITATION?

Step 2 Follow instructions based on the box checked on the front.

If APPEAR IN COURT is checked on the front

- ➤ Your next step: Go to court on the date, time and location on the front. Appearing in court is your only option. You can plead guilty or not guilty. IMPORTANT: Missing court may result in a warrant for your arrest. Don't let that happen—go to court! The judge will explain next steps.
- → Helpful Tip: Put the court date in your calendar, set a reminder, start planning now.
- → Juveniles: If you were under 18 years old at the time of the violation, you must bring a parent or guardian with you to court.

If RESPOND TO CITATION is checked on the front

Citations can take up to 14 days to show up in the court system.

Keep checking to find your citation, and then complete Option A, B, C, or D by the date listed on front

➤ Your next step: Choose an option below and respond by the date. IMPORTANT: Not responding by the date on the front can result in a "failure to appear" charge, a guilty finding, an additional fee of up to \$100, and a hold on your car registration (owner's responsibility).

Choose one of the options below to avoid these penalties:

- Option A: Pay or Ask for a Reduction (Guilty Finding)
 - Pay (online, call, in person). If you cannot pay in full now, contact the court (see front for contact information) to request a payment plan or extension.
- Ask for a reduction at MYCITATIONS.COURTS.CA.GOV (takes about 10 minutes).
 Note: This option may add points to your driving record and affect insurance.
- Option B: Request Traffic School To avoid points on your driving record, you
 can request traffic school. You pay the citation plus an additional traffic school fee
 and complete traffic school. Contact the court to see if you are eligible.
- Option C: Dispute the Citation (Plead Not Guilty) You can dispute the
 citation In person by requesting a court date for a trial (no cost) or by mall ("trial by
 written declaration"), which requires you to pay the fine up front (amount returned if
 citation is dismissed). Contact court for more details (court info on front of citation).
- Option D: Correctable ("Fix-It") If "Correctable" is checked on the front, first show an officer, authorized inspection agency, or DMV (license and registration issues only) that you fixed the issue, and they will sign the citation (below). Then, you must show the court that you fixed the issue to have the violation dismissed. You must also pay a transaction fee. For insurance issues, you must show the court you had insurance when you got the ticket and pay a transaction fee.

CERTIFICATE OF CORRECTION (MUST BE RETURNED TO COURT)

Section(s) Violated	Signature of Person Certifying Correction	Serial No.	Agency	Date

If "Booking Required" is checked on front, call xxx-xxxx to schedule an appointment before the court date. You will not be arrested and will attend your court date on your own.

MORE INFORMATION

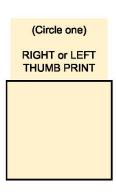
For translations and general Information about the process, visit https://www.co.uds.ca.gov/forms.ht

To contact the court, see front of citation for court's website and phone number.

visit https://www.courts.ca.gov/forms.htm The court will send notice explaining next steps.

[Rev. Jan. 1, 2024]

TAB AREA



Appendix G Notice to Correct Violation, Form TR-140

NOTICE TO CORRECT VIOLATION (Face of Violator's Copy)

			d Jurisdicti CT VIOLA			(Ci	tati	on No	.)	
	of Violat		Time		AM PM		of W	leek VTFS		ase No.
Nam	ie (First, M	fiddle, Last)			JF 191					ity (Veh. Code, § 40001)
	ing Addres	is								
City						State			71	P Code
1.										
Driv 5.	er Lic. No.		Sta	te Ci	lass	Age		Birth Date	,	☐ Juvenile (Tel. No.)
8. B.	ex	Hair	Eyes	Heig	ht	We	ight	Race	•	Other Description
Veh	. Lic. No. c	r VIN			5	State		- 51		MMERCIAL VEHICLE
Yr. c	of Veh.	Make	Model	Bo	ody St	yle	Co	ler	1357	/eh. Code, § 15210(b))
Veh 9.								ZARDOUS MATERIAL /eh. Code, § 353)		
Yr. c 10.	of Veh.	Make	Model	Вс	ody St	yle	Col	or	CHP/	рот
Rea 11.	son for Sto	PUC					PUC/	icc		
Reg 12.	istered Ow	ner or Lesse	9							☐Same as Driver
Add 13.	ress		City	8	State		Z	IP Code		☐Same as Driver
Viola	ation(s)	Code and	Section		Descri	iption				
15. 16.										
17.										
Loca 18.	ation of Vic	olation(s)							City/Co	ounty
19.										
	dare unde	r penalty of pe	erjury under th	e laws of	the S	tate of	Califo	rnia the fo	regoing	is true and correct. California
Citin	g Officer				-	ID				acation Dates om To
			RECT THE VI							E PROOF OF
22.	X SIGN	ATURE								
	WHE		ECT VIOLATIO							TION WITHOUT
W	HAT TO D	o: FOLLO	W THE INSTR	RUCTION	IS ON	THE	EVE	RSE.		
	WHER		DE PROOF O							
				FPO I	Bar	code	•			DEFENDANT COPY
Adop	ted for Mand	latory Use if California, wwo	u courte ce nou							SEE REVERSE
TR-1	40. Notice to	Cornect Violatio	n, IRev. Jan. 1, 2	0241						Vehicle Code, §§

REVERSE OF VIOLATOR'S COPY

INSTRUCTIONS TO DRIVER-OWNER

WHAT TO DO

METHODS FOR OBTAINING CERTIFICATION OF CORRECTION (Veh. Code, § 40616): This Notice to Correct Violation may be cleared upon correction of the violation by providing satisfactory proof of correction within 30 days of this notice, as specified below, either in person at the issuing agency's office at [address] during normal business hours or by mail postmarked within 30 days of this notice to the issuing agency's address indicated below.

Violations may be certified as corrected on this form (as indicated below) in the following manner:

- Brake, lamp, smog device, or muffler violations may be certified as corrected by any station licensed to inspect and certify for the specific violation(s).
 Driver license and registration violations may be certified as corrected at offices of the DMV by an appropriate employee thereof, or by any clerk or deputy clerk of a court.
 Any violation may be certified as corrected by a lew enforcement agency regularly engaged in the enforcement of the California Vehicle Code.

DO NOT STOP AN OFFICER ON ANY FREEWAY, EXPRESSWAY, OR BRIDGE FOR CERTIFICATION OF CORRECTION.

NOTE: INSPECTION STATIONS MUST LIST THEIR ARD LICENSE NUMBER ISSUED BY THE BUREAU OF AUTOMOTIVE REPAIR IN THE SPACE PROVIDED BELOW.

WARNING: Any person willfully violating a written promise to correct or willfully failing to deliver proof of correction is guilty of a misdemeanor (Veh. Code, § 49616), which may lead to arrest, penality, and additional fees. In addition, the Department of Motor Vehicles (DMN) will WITHHOLD the issuance or renewal of your driver license, and may revoke or suspend your driving privilege for Vehicle Code offenses. YOU MUST RETURN THE COMPLETED CERTIFICATE OF CORRECTION TO THE ISSUING AGENCY.

Section(s)	RTIFICATE OF CORRECTION Signature of Person	ID or ARD	Agency or Certified	Date
Violated	Certifying Correction	License No.	Inspection Station	
		[Name [Sectio		and Maili
		[Name of Agency] [Section[s] or division[s], room no[s].] [Street address]		POS I MAS I ER: If underversele return to Name and Mailing Address on reverse
		j sion[s], r		eliverable re n reverse
		om nog		Em to Nar
		<u>5</u>		8
			REQUIRED	FIRST
			JRED I	SS

Rev. Jan. 1, 2024

REVERSE OF COURT COPY

DEFENDANT HEREIN FAILED TO DELIVER PRI HIS/HER SIGNED PROMISE, AND IN VIOLATION I CERTIFY UNDER PENALTY OF PERJURY THA	N OF VEHICLE CODE SECTION 46616.
EXECUTED AT	CALIFORNIA, ON
	DATE
BY:PRINT OR TYPE NAME	
PRINT OR TYPE NAME	TITLE
SIGNATURE	ID/BADGE NUMBER
ADDRESS:	
FOR COUR	T USE ONLY
	. 552 5.12.
(Circle one)	
RIGHT or LEFT THUMB PRINT	

Rev. Jan. 1, 2024

Shaded areas on the sample form indicate spaces subject to modification for local or agency requirements.