

APPENDIX U

UNIFORM TRAFFIC TICKET - REVISED FEBRUARY 2007

OPTION A FRONT

EXEMPLAR ENLARGED FOR CLARITY

COURT I.D.	PREFIX	TICKET NUMBER	Municipal Court of Anytown 123 Main Street Anytown, NJ 00000		
YOU ARE HEREBY SUMMONED TO APPEAR BEFORE THIS COURT TO ANSWER THIS COMPLAINT CHARGING YOU WITH THE OFFENSE LISTED:					
Driver's Lic. No. _____ Exp. Date _____ State _____ <input type="checkbox"/> Commercial License					
THE UNDERSIGNED CERTIFIES THAT					
Name First		Initial		Last (Please Print)	
Address _____					
City		State	Zip Code	Telephone	
Birth Date	Eyes	Sex	Weight	Height	Restrictions
DID UNLAWFULLY (PARK) (OPERATE) A					
Make of Vehicle		Year	Body Type	Color	<input type="checkbox"/> Commercial Vehicle <input type="checkbox"/> Omnibus <input type="checkbox"/> Hazardous Material Out of Service
Lic. Plate No.		State	Exp. Date		
Offense Date	Month	Day	Year	Time: _____ AM _____ PM	
LOCATION OF OFFENSE		Describe Location			
Municipality	County	Mun. Code (Offense)			
Any Town	Any County				
AND DID THEN AND THERE COMMIT THE FOLLOWING OFFENSE (ONE CHARGE PER COMPLAINT)					
TRAFFIC OFFENSES - (Check One) - TITLE 39					
<input type="checkbox"/> 3-4 Unregistered vehicle <input type="checkbox"/> 3-29 Failure to exhibit documents <input type="checkbox"/> D.L. or <input type="checkbox"/> REG. or <input type="checkbox"/> INS <input type="checkbox"/> 3-33 Unclear plates <input type="checkbox"/> 3-66 Maintenance of lamps <input type="checkbox"/> 3-76.21 Failure to wear seatbelt <input type="checkbox"/> 4-81 Failure to observe signal <input type="checkbox"/> 4-98 Speeding _____ MPH in a _____ MPH Zone		<input type="checkbox"/> 4-85 Improper passing <input type="checkbox"/> 4-97 Careless driving <input type="checkbox"/> 4-124 Failure to turn <input type="checkbox"/> 4-144 Failure to stop or yield <input type="checkbox"/> 8-1 Failure to inspect <input type="checkbox"/> 8-4 Failure to make repairs			
IN EXCESS OF SPEED LIMIT BY:					
<input type="checkbox"/> 1-9 MPH <input type="checkbox"/> 10-14 MPH <input type="checkbox"/> 15-19 MPH <input type="checkbox"/> 20-24 MPH <input type="checkbox"/> 25-29 MPH <input type="checkbox"/> 30-34 MPH <input type="checkbox"/> 65 MPH Zone <input type="checkbox"/> Safe Corridor <input type="checkbox"/> Construction Zone					
PENALTY SCHEDULE ON REVERSE					
PARKING OFFENSE					
<input type="checkbox"/> Overtime Meter No. <input type="checkbox"/> Prohibited Area <input type="checkbox"/> Double					
OTHER TRAFFIC/PARKING OFFENSE (Describe)					
Statute No.		Ordinance/Code No.			
THE UNDERSIGNED FURTHER STATES THAT THERE ARE JUST AND REASONABLE GROUNDS TO BELIEVE THAT YOU COMMITTED THE ABOVE OFFENSE AND WILL FILE THIS COMPLAINT IN THIS COURT CHARGING YOU WITH THAT OFFENSE				Month	Day
Signature of Complaining Witness				Year	
				Officer's ID. No.	
NOTICE TO APPEAR					
<input type="checkbox"/> COURT APPEARANCE REQUIRED		COURT DATE	Month	Day	Year
					Time: _____ AM _____ PM
<input type="checkbox"/> Accident <input type="checkbox"/> Property Damage <input type="checkbox"/> Personal Injury <input type="checkbox"/> Death/Serious Bodily Injury					
CONDITIONS	AREA <input type="checkbox"/> Business <input type="checkbox"/> School <input type="checkbox"/> Residential <input type="checkbox"/> Rural <input type="checkbox"/> ROAD <input type="checkbox"/> Dry <input type="checkbox"/> Wet <input type="checkbox"/> Snow <input type="checkbox"/> Ice <input type="checkbox"/> TRAFFIC <input type="checkbox"/> Light <input type="checkbox"/> Medium <input type="checkbox"/> Heavy <input type="checkbox"/> VISIBILITY <input type="checkbox"/> Clear <input type="checkbox"/> Rain <input type="checkbox"/> Snow <input type="checkbox"/> Fog <input type="checkbox"/>				
	Equipment <input type="checkbox"/> Helicopter <input type="checkbox"/> Pace <input type="checkbox"/> Speed Measurement Device <input type="checkbox"/> EBSD Equipment Operator's Name _____ Operator ID No. _____ Unit Code _____				

Red Box

ADD NEW CHECK BOX

Red Text

NOTE TO VENDOR:
Please continue to print these violation numbers in this area.

Red Text

DELETE "Truck"

REARRANGE THE CHECK BOXES

ADD NEW CHECK BOX

BOLD RED TEXT FOR DEATH/SERIOUS BODILY INJURY ONLY

UNIFORM TRAFFIC TICKET

OPTION B FRONT EXEMPLAR ENLARGED FOR CLARITY

COURT I.D.	PREFIX	TICKET NUMBER	Municipal Court of Anytown 123 Main Street Anytown, NJ 00000		
YOU ARE HEREBY SUMMONED TO APPEAR BEFORE THIS COURT TO ANSWER THIS COMPLAINT CHARGING YOU WITH THE OFFENSE LISTED:					
Driver's License No. _____ Exp. Date _____ State _____ <input type="checkbox"/> Commercial License					
THE UNDERSIGNED CERTIFIES THAT					
Name First		Initial		Last (Please Print)	
Address _____					
City		State		Zip Code Telephone	
Birth Date		Eyes	Sex	Weight	Height Restrictions
DID UNLAWFULLY (PART) OPERATE A					
Make of Vehicle		Year	Body Type	Color	<input type="checkbox"/> Commercial Vehicle
Lic. Plate No.		State	Exp. Date		<input type="checkbox"/> Omnibus <input type="checkbox"/> Hazardous Material <input type="checkbox"/> Out of Service
Offense	Month	Day	Year	Time	AM PM
LOCATION OF OFFENSE	C	O	D	E	Describe Location
Municipality	County		Mun. Code (Offense)		
Any Town	Any County				
AND DID THEN AND THERE COMMIT THE FOLLOWING OFFENSE (ONE CHARGE PER COMPLAINT)					
TRAFFIC OFFENSES - (Check One) - TITLE 39					
<input type="checkbox"/> 3-4 Unregistered vehicle		<input type="checkbox"/> 4-85 Improper passing			
<input type="checkbox"/> 3-29 Failure to exhibit documents		<input type="checkbox"/> 4-97 Careless driving			
<input type="checkbox"/> D.L. or <input type="checkbox"/> REG. or <input type="checkbox"/> INS		<input type="checkbox"/> 4-124 Failure to turn			
<input type="checkbox"/> 3-33 Unclear plates		<input type="checkbox"/> 4-144 Failure to stop or yield			
<input type="checkbox"/> 3-66 Maintenance of lamps		<input type="checkbox"/> 8-1 Failure to inspect			
<input type="checkbox"/> 3-76.2f Failure to wear seatbelt		<input type="checkbox"/> 8-4 Failure to make repairs			
<input type="checkbox"/> 4-81 Failure to observe signal					
<input type="checkbox"/> 4-98 Speeding _____ MPH in a _____ MPH Zone					
IN EXCESS OF SPEED LIMIT BY:					
<input type="checkbox"/> 1-9 MPH		<input type="checkbox"/> 10-14 MPH		<input type="checkbox"/> 15-19 MPH	
<input type="checkbox"/> 20-24 MPH		<input type="checkbox"/> 25-29 MPH		<input type="checkbox"/> 30-34 MPH	
<input type="checkbox"/> 65 MPH Zone		<input type="checkbox"/> Safe Corridor		<input type="checkbox"/> Construction Zone	
PARKING OFFENSE					
<input type="checkbox"/> Overtime Meter No.		<input type="checkbox"/> Prohibited Area		<input type="checkbox"/> Double	
OTHER TRAFFIC/PARKING OFFENSE (Describe)					
Statute No.		Ordinance/Code No.			
THE UNDERSIGNED FURTHER STATES THAT THERE ARE JUST AND REASONABLE GROUNDS TO BELIEVE THAT YOU COMMITTED THE ABOVE OFFENSE AND WILL FILE THIS COMPLAINT IN THIS COURT CHARGING YOU WITH THAT OFFENSE					
Signature of Complaining Witness		Month		Day	Year
		Officer's ID. No.			
NOTICE TO APPEAR					
<input type="checkbox"/> COURT APPEARANCE REQUIRED		COURT DATE		Month	Day Year Time : AM PM
<input type="checkbox"/> Accident		<input type="checkbox"/> Property Damage		<input type="checkbox"/> Personal Injury	
<input type="checkbox"/> Death/Serious Bodily Injury					
CONDITIONS	AREA <input type="checkbox"/> Business <input type="checkbox"/> School <input type="checkbox"/> Residential <input type="checkbox"/> Rural				
	ROAD <input type="checkbox"/> Dry <input type="checkbox"/> Wet <input type="checkbox"/> Snow <input type="checkbox"/> Ice				
	TRAFFIC <input type="checkbox"/> Light <input type="checkbox"/> Medium <input type="checkbox"/> Heavy				
	VISIBILITY <input type="checkbox"/> Clear <input type="checkbox"/> Medium <input type="checkbox"/> Snow <input type="checkbox"/> Fog				
Equipment		<input type="checkbox"/> Helicopter <input type="checkbox"/> Pacer		<input type="checkbox"/> Speed Measurement Device <input type="checkbox"/> EBDT	
Equipment Operator's Name		Operator ID No.		Unit Code	

Red
Box

Red
Text

Red
Text

ADD NEW CHECK BOX

NOTE TO VENDOR:
Please continue to print these violation numbers in this area.

NOTE TO VENDOR:
OPTION "B" ONLY
Remove "PENALTY SCHEDULE ON REVERSE" wording.

DELETE "TRUCK"
REARRANGE THE CHECK BOXES

ADD NEW CHECK BOX

BOLD RED TEXT FOR DEATH/SERIOUS BODILY INJURY ONLY

EXEMPLAR – ENLARGED FOR CLARITY

BENCH WARRANT BAIL INFORMATION

Failed to Appear Date: ____/____/____

Warrant Date: ____/____/____ Ordered by: _____
(Signature and Title of person issuing warrant)

Bail Amount: \$ _____ Set by: _____
(Signature and title of person setting bail)

☐ Forfeited ☐ Return ☐ Reinstated ____/____/____
(Date) (Signature of Judge)

FIRST APPEARANCE, ARRAIGNMENT AND COUNSEL INFORMATION

First Appearance Date: ____/____/____ Arraignment Date: ____/____/____

☐ Advised of Rights Defendant Desires Counsel
By: _____ ☐ Yes ☐ No

Counsel assigned: ☐ Yes ☐ No _____
(If yes, name of counsel)

Counsel retained: ☐ Yes ☐ No _____
(If yes, name of counsel)

Counsel waived: ☐ Yes ☐ No _____
(If yes, name of Judge accepting waiver)

Name of Prosecuting Attorney: _____

Affiliation: ☐ Municipal ☐ County ☐ State ☐ Other (list) _____

MISCELLANEOUS INFORMATION

Additional Information and Judge's Notes:

Adjournment Requested by:	Reason	To
		/ /
		/ /

☐ See attached sheet for additional Judge's notes or other information

COURT ACTION

Complaint Amended to:

Plea: ☐ Guilty ☐ Not Guilty Date: ____/____/____

Finding Date: ____/____/____

☐ Guilty ☐ Guilty but Merged ☐ Not Guilty

☐ If Guilty, Advised of Right to Appeal

☐ Dismissed – Plea Agreement ☐ Dismissed – Lack of Prosecution ☐ Dismissed – False ID

☐ Dismissed – Pros. Discretion ☐ Dismissed – Rule ☐ Dismissed – Other

Fine \$ Costs \$ Contempt \$

VCCB \$ DWI \$ SNSF \$

D.A.E.F. \$ Other \$ Total \$

Period of D.L. Suspension:

IDRC: Comm. Serv.:

Ignition Interlock ____ years OR Registration Susp. ____ years

Jail Term/Jail Credit: Credit For:

Signature of Judge: _____ Date: ____/____/____

← ADD NEW CHECK BOX

UNIFORM TRAFFIC TICKET

EXEMPLAR ENLARGED FOR CLARITY

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Driver's Lic. No.			Exp. Date	State <input type="checkbox"/> Commercial License
THE UNDERSIGNED CERTIFIES THAT				
Name First	Initial	Last	(Please Print)	
Address				
City	State	Zip Code	Telephone	
Birth Date	Eyes	Sex	Weight	Height
Restrictions				
DID UNLAWFULLY (PARK) (OPERATE) A				
Make of Vehicle	Year	Body Type	Color	<input type="checkbox"/> Commercial Vehicle
Lic. Plate No.	State	Exp. Date		<input type="checkbox"/> Omnibus
				<input type="checkbox"/> Hazardous Material
Offense Date	Month	Day	Year	Time: AM PM
LOCATION OF OFFENSE	C	O	D	E
Describe Location				
Municipality	County	Mun. Code (Offense)		
Any Town	Any County			
AND DID THEN AND THERE COMMIT THE FOLLOWING OFFENSE (ONE CHARGE PER COMPLAINT)				
TRAFFIC OFFENSES - (Check One) - TITLE 39				
<input type="checkbox"/> 3-4 Unregistered vehicle		<input type="checkbox"/> 4-86 Improper passing		
<input type="checkbox"/> 3-29 Failure to exhibit documents		<input type="checkbox"/> 4-97 Careless driving		
<input type="checkbox"/> D.L. or REG. or INS		<input type="checkbox"/> 4-124 Failure to turn		
<input type="checkbox"/> 3-33 Unclear plates		<input type="checkbox"/> 4-144 Failure to stop or yield		
<input type="checkbox"/> 3-66 Maintenance of lamps		<input type="checkbox"/> 8-1 Failure to inspect		
<input type="checkbox"/> 3-76.2f Failure to wear seatbelt		<input type="checkbox"/> 8-4 Failure to make repairs		
<input type="checkbox"/> 4-81 Failure to observe signal				
<input type="checkbox"/> 4-98 Speeding _____ MPH in a _____ MPH Zone				
IN EXCESS OF SPEED LIMIT BY:				
<input type="checkbox"/> 1-9 MPH <input type="checkbox"/> 10-14 MPH <input type="checkbox"/> 15-19 MPH <input type="checkbox"/> 20-24 MPH <input type="checkbox"/> 25-29 MPH <input type="checkbox"/> 30-34 MPH				
<input type="checkbox"/> 65 MPH Zone <input type="checkbox"/> Safe Corridor <input type="checkbox"/> Construction Zone				
PENALTY SCHEDULE ON REVERSE				
PARKING OFFENSE				
<input type="checkbox"/> Overtime Meter No. <input type="checkbox"/> Prohibited Area <input type="checkbox"/> Double				
OTHER TRAFFIC/PARKING OFFENSE (Describe)				
Statute No.		Ordinance/Code No.		
THE UNDERSIGNED FURTHER STATES THAT THERE ARE JUST AND REASONABLE GROUNDS TO BELIEVE THAT YOU COMMITTED THE ABOVE OFFENSE AND WILL FILE THIS COMPLAINT IN THIS COURT CHARGING YOU WITH THAT OFFENSE		Month	Day	Year
Signature of Complaining Witness		Officer's ID. No.		
NOTICE TO APPEAR				
<input type="checkbox"/> COURT APPEARANCE REQUIRED	<input type="checkbox"/> COURT DATE	Month	Day	Year
				Time: AM PM
<input type="checkbox"/> Accident <input type="checkbox"/> Property Damage <input type="checkbox"/> Personal Injury <input type="checkbox"/> Death/Serious Bodily Injury				
CONDITIONS	AREA <input type="checkbox"/> Business <input type="checkbox"/> School <input type="checkbox"/> Residential <input type="checkbox"/> Rural			
	ROAD <input type="checkbox"/> Dry <input type="checkbox"/> Wet <input type="checkbox"/> Snow <input type="checkbox"/> Ice			
	TRAFFIC <input type="checkbox"/> Light <input type="checkbox"/> Medium <input type="checkbox"/> Heavy			
	VISIBILITY <input type="checkbox"/> Clear <input type="checkbox"/> Rain <input type="checkbox"/> Snow <input type="checkbox"/> Fog			
Equipment <input type="checkbox"/> Helicopter <input type="checkbox"/> Pace <input type="checkbox"/> Speed Measurement Device <input type="checkbox"/> EBDT				
Equipment Operator's Name		Operator ID No.	Unit Code	

Red Box

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REARRANGE THE CHECK BOXES

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BOLD RED TEXT FOR DEATH/SERIOUS BODILY INJURY ONLY

APPENDIX U

DISPOSITION OF CASE

DATES OF ADJOURNMENTS:

FROM: ____/____/____

TO: ____/____/____

REASON: _____

FROM: ____/____/____

TO: ____/____/____

REASON: _____

DISPOSITION DATE: _____

BY: ☐ COURT

☐ VIOLATIONS BUREAU

PLEA: _____ FINDING: _____

BAIL INFORMATION

BAIL AMOUNT \$ _____

☐ CASH

☐ BOND

POSTED WITH: _____

(NAME & TITLE)

☐

BAIL

FORFEITURE:

AMOUNT \$ _____ DATE ____/____/____

SENTENCE

FINE \$ _____

JAIL: _____ DAYS: _____

COSTS \$ _____

DR. LIC. REVOKED: _____ DAYS

\$ _____

REVOCATION DATE: ____/____/____

\$ _____

\$ _____

\$ _____

\$ _____

\$ _____

\$ _____

OFFICER'S COMMENTS (See Instructions on Cover)

WITNESSES (NAME & ADDRESS)

SUBPOENA ISSUED

1. _____

YES

NO

☐

☐

2. _____

☐

☐

3. _____

☐

☐

UNIFORM TRAFFIC TICKET

EXEMPLAR ENLARGED FOR CLARITY

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				Exp. Date	State <input type="checkbox"/> Commercial License
THE UNDERSIGNED CERTIFIES THAT					
Name First		Initial		Last (Please Print)	
Address					
City		State	Zip Code	Telephone	
Birth Date	Eyes	Sex	Weight	Height	Restrictions
DID UNLAWFULLY (PARK) (OPERATE) A					
Make of Vehicle		Year	Body Type	Color	
Lic. Plate No.		State	Exp. Date	<input type="checkbox"/> Commercial Vehicle <input type="checkbox"/> Omnibus <input type="checkbox"/> Hazardous Material Out of Service	
Offense Date	Month	Day	Year	Time	AM PM
LOCATION OF OFFENSE		C	O	D	E
Describe Location					
Municipality	County		Mun. Code (Offense)		
Any Town	Any County				
AND DID THEN AND THERE COMMIT THE FOLLOWING OFFENSE (ONE CHARGE PER COMPLAINT)					
TRAFFIC OFFENSES - (Check One) - TITLE 39					
<input type="checkbox"/> 3-4 Unregistered vehicle <input type="checkbox"/> 4-85 Improper passing					
<input type="checkbox"/> 3-29 Failure to exhibit documents <input type="checkbox"/> 4-97 Careless driving					
<input type="checkbox"/> D.L. or <input type="checkbox"/> REG. or <input type="checkbox"/> INS <input type="checkbox"/> 4-124 Failure to turn					
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PARKING OFFENSE					
<input type="checkbox"/> Overtime Meter No. <input type="checkbox"/> Prohibited Area <input type="checkbox"/> Double					
OTHER TRAFFIC/PARKING OFFENSE (Describe)					
Statute No.			Ordinance/Code No.		
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Signature of Complaining Witness				Officer's ID. No.	
NOTICE TO APPEAR					
<input type="checkbox"/> COURT APPEARANCE REQUIRED		COURT DATE	Month	Day	Year
			Hour		AM PM
<input type="checkbox"/> Accident <input type="checkbox"/> Property Damage <input type="checkbox"/> Personal Injury <input type="checkbox"/> Death/Serious Bodily Injury					
CONDITIONS	AREA <input type="checkbox"/> Business <input type="checkbox"/> School <input type="checkbox"/> Residential <input type="checkbox"/> Rural				
	ROAD <input type="checkbox"/> Dry <input type="checkbox"/> Wet <input type="checkbox"/> Snow <input type="checkbox"/> Ice				
	TRAFFIC <input type="checkbox"/> Light <input type="checkbox"/> Medium <input type="checkbox"/> Heavy				
	VISIBILITY <input type="checkbox"/> Clear <input type="checkbox"/> Rain <input type="checkbox"/> Snow <input type="checkbox"/> Fog				
Equipment <input type="checkbox"/> Helicopter <input type="checkbox"/> Pace <input type="checkbox"/> Speed Measurement Device <input type="checkbox"/> EBDT					
Equipment Operator's Name			Operator ID No.	Unit Code	

ADD NEW CHECK BOX

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DELETE "Truck"

REARRANGE THE CHECK BOXES

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APPENDIX U

DISPOSITION OF CASE

DATES OF ADJOURNMENTS:

FROM: _____ / _____ / _____ TO: _____ / _____ / _____

REASON: _____

FROM: _____ / _____ / _____ TO: _____ / _____ / _____

REASON: _____

DISPOSITION DATE: _____

BY: ☐ COURT ☐ VIOLATIONS BUREAU

PLEA: _____ FINDING: _____

BAIL INFORMATION

BAIL AMOUNT \$ _____ ☐ CASH ☐ BOND

POSTED WITH: _____

(NAME & TITLE)

☐ BAIL
FORFEITURE: AMOUNT \$ _____ DATE _____ / _____ / _____

SENTENCE

FINE \$ _____ JAIL: _____ DAYS: _____

COSTS \$ _____ DR. LIC. REVOKED: _____ DAYS

\$ _____ REVOCATION DATE: _____ / _____ / _____

\$ _____ \$ _____

\$ _____ \$ _____

\$ _____ \$ _____

OFFICER'S COMMENTS (See Instructions on Cover)

WITNESSES (NAME & ADDRESS)

SUBPOENA ISSUED

1. _____ YES NO

☐ ☐

2. _____ ☐ ☐

3. _____ ☐ ☐

UNIFORM TRAFFIC TICKET

EXEMPLAR ENLARGED FOR CLARITY

COURT I.D.	PREFIX	TICKET NUMBER	Municipal Court of Anytown 123 Main Street Anytown, NJ 00000		
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Offense Date	Month	Day	Year	Time	AM PM
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<input type="checkbox"/> Accident <input type="checkbox"/> Property Damage <input type="checkbox"/> Personal Injury <input type="checkbox"/> Death/Serious Bodily Injury					
CONDITIONS	AREA <input type="checkbox"/> Business <input type="checkbox"/> School <input type="checkbox"/> Residential <input type="checkbox"/> Rural				
	ROAD <input type="checkbox"/> Dry <input type="checkbox"/> Wet <input type="checkbox"/> Snow <input type="checkbox"/> Ice				
	TRAFFIC <input type="checkbox"/> Light <input type="checkbox"/> Medium <input type="checkbox"/> Heavy				
	VISIBILITY <input type="checkbox"/> Clear <input type="checkbox"/> Rain <input type="checkbox"/> Snow <input type="checkbox"/> Fog				
Equipment <input type="checkbox"/> Helicopter <input type="checkbox"/> Pace <input type="checkbox"/> Speed Measurement Device <input type="checkbox"/> EBDT					
Equipment Operator's Name			Operator ID No.		Unit Code

Red Box

ADD NEW CHECK BOX

NOTE TO VENDOR:
Please continue to print these violation numbers in this area

Red Text

NOTE TO VENDOR:
Remove "PENALTY SCHEDULE ON REVERSE" when using Option B Back

Red Text

DELETE "Truck"

REARRANGE THE CHECK BOXES

ADD NEW CHECK BOX

BOLD RED TEXT FOR DEATH/SERIOUS BODILY INJURY ONLY

APPENDIX U

OPTION A
EXEMPLAR - NOT ACTUAL SIZE

PLEASE READ CAREFULLY

1. PAYMENT AND GUILTY PLEA

You may plead guilty and pay the penalty, if the check box "Court Appearance Required" has not been checked on the reverse side and the offense is payable without the necessity of a court appearance. The more frequently charged payable offenses and penalties are listed below. You may also either sign on to www.njmcdirect.com to determine if the offense is payable and the amount of the penalty or telephone the court. If you wish to pay the penalty, bring or mail this ticket, together with payment in the amount of the penalty, to the court at the address indicated below prior to the court date displayed on the front of this ticket.

Payments by mail are to be by check or money order made payable to this Municipal Court. **Do not send cash. Please print the ticket number on the front of the check or money order.** If payment is received by the court after your court date, you may be assessed additional penalties. A receipt will be sent to you only if your payment is accompanied by a self-addressed, stamped envelope.

To make payment via the internet or for more information, log on to:

www.njmcdirect.com

2. OFFENSE IS NOT PAYABLE OR COURT APPEARANCE REQUIRED

If the offense charged on the reverse is not payable, or if "Court Appearance Required" (see check box on reverse side) is checked, you must appear in court at the time and place indicated, even if you wish to plead guilty.

3. PLEA OF NOT GUILTY

If you wish to plead not guilty, you must notify the court at the address and telephone number as shown below at least **7 days** prior to the court date listed on the front of this ticket. If you fail to notify the court, it may be necessary for you to make additional court appearances.

NOTICE

IF YOU FAIL TO APPEAR IN RESPONSE TO THIS SUMMONS OR TO PAY THE PRESCRIBED PENALTY, ADDITIONAL PENALTIES MAY RESULT, A WARRANT MAY BE ISSUED FOR YOUR ARREST AND YOUR DRIVING PRIVILEGES IN NEW JERSEY MAY BE REVOKED. IF THIS IS A PARKING TICKET, YOUR FAILURE TO APPEAR OR PAY THE PRESCRIBED PENALTY SHALL BE CONSIDERED AN ADMISSION OF LIABILITY AND A DEFAULT JUDGMENT MAY BE ENTERED AGAINST THE OWNER OF THE VEHICLE.

EXCEPT FOR A PARKING TICKET, A RECORD OF THIS CONVICTION WILL BE SENT TO THE MOTOR VEHICLE COMMISSION (MVC) THAT ISSUED YOUR LICENSE. EFFECTIVE SEPTEMBER 30, 2005, IF YOU HOLD A COMMERCIAL DRIVER'S LICENSE AND YOU ARE CONVICTED OF TWO OR MORE SERIOUS TRAFFIC VIOLATIONS, THE MVC MAY, DEPENDING ON YOUR RECORD, SUSPEND YOUR COMMERCIAL DRIVING PRIVILEGES EVEN IF THE VIOLATIONS WERE COMMITTED IN A NON-COMMERCIAL MOTOR VEHICLE. FOR MORE INFORMATION, VISIT THE OFFICIAL MVC WEB SITE AT WWW.NJMVC.GOV.

Send payment to:

Anytown Municipal Court
P.O. Box 123, Anytown, NJ 01234
(201) 555-5555

Hours of operation:

PENALTIES FOR COMMONLY CHARGED OFFENSES

Title 39	Offense	Payable Amount	Title 39	Offense	Payable Amount
3-4	Unregistered vehicle	\$54.00	4-124	Failure to turn	\$85.00
3-29	Failure to exhibit D.L. or Reg. *	\$180.00	4-144	Failure to stop or yield	\$85.00
3-33	Unclear Plates	\$54.00	5-1	Failure to inspect	\$130.00
3-66	Maintenance of lamps	\$54.00	5-4	Failure to make repairs	\$130.00
3-76.2f	Failure to wear seatbelt	\$46.00	4-97	Careless driving	\$85.00
4-81	Failure to observe Signal	\$85.00	4-98	Speeding-Exceeding the speed limit by: 1-9 MPH - \$85.00	
4-85	Improper Passing	\$85.00	10-14 MPH - \$95.00		
*Excludes Failure to Exhibit Insurance ID Card			15-19 MPH - \$105.00		
			20-24 MPH - \$200.00		

NOTE: If "Safe Corridor," "85 MPH Zone," or "Construction Zone" is checked on the reverse side, you must contact the court to determine the penalty because certain fines are DOUBLED in those areas.

LOCAL SUPPLEMENTAL VIOLATIONS BUREAU SCHEDULE

Ord. No.	Offense	Payable Amt	Ord. No.	Offense	Payable Amt
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PLEASE NOTIFY COURT OF DISABILITY ACCOMMODATION NEEDS

UNIFORM TRAFFIC TICKET

OPTION B

EXEMPLAR - NOT ACTUAL SIZE

PLEASE READ CAREFULLY

1. PAYMENT AND GUILTY PLEA

You may plead guilty and pay the penalty, if the check box "Court Appearance Required" has not been checked on the reverse side and the offense is payable without the necessity of a court appearance. You may either sign on to www.njmcdirect.com to determine if the offense is payable and the amount of the penalty or telephone the court. If you wish to pay the penalty, bring or mail this ticket, together with payment in the amount of the penalty, to the court at the address indicated below prior to the court date displayed on the front of this ticket.

Payments by mail are to be by check or money order made payable to this Municipal Court. Do not send cash. Please print the ticket number on the front of the check or money order. If payment is received by the court after your court date, you may be assessed additional penalties. A receipt will be sent to you only if your payment is accompanied by a self-addressed, stamped envelope.

Red
Text

To make payment via the Internet or for more information
regarding this ticket, including the penalty amount please
log on to:

www.njmcdirect.com

OR

You may contact the Municipal Court directly at:

1 - (999) 999-9999

Red
Text

2. OFFENSE IS NOT PAYABLE OR COURT APPEARANCE REQUIRED

If the offense charged on the reverse is not payable, or if "Court Appearance Required" (see check box on reverse side) is checked, you must appear in court at the time and place indicated, even if you wish to plead guilty.

3. PLEA OF NOT GUILTY

If you wish to plead not guilty, you must notify the court at the address and telephone number as shown below at least 7 days prior to the court date listed on the front of this ticket. If you fail to notify the court, it may be necessary for you to make additional court appearances.

NOTICE

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EXCEPT FOR A PARKING TICKET, A RECORD OF THIS CONVICTION WILL BE SENT TO THE MOTOR VEHICLE COMMISSION (MVC) THAT ISSUED YOUR LICENSE. EFFECTIVE SEPTEMBER 30, 2005, IF YOU HOLD A COMMERCIAL DRIVER'S LICENSE AND YOU ARE CONVICTED OF TWO OR MORE SERIOUS TRAFFIC VIOLATIONS, THE MVC MAY, DEPENDING ON YOUR RECORD, SUSPEND YOUR COMMERCIAL DRIVING PRIVILEGES ***EVEN IF THE VIOLATIONS WERE COMMITTED IN A NON-COMMERCIAL MOTOR VEHICLE.*** FOR MORE INFORMATION, VISIT THE OFFICIAL MVC WEB SITE AT WWW.NJMVC.GOV.

Send payment to:

Anytown Municipal Court
P.O. Box 123, Anytown, NJ 01234
(201) 555-5555

Hours of operation:



PLEASE NOTIFY COURT OF DISABILITY ACCOMMODATION NEEDS



APPENDIX U

ADMINISTRATIVE OFFICE OF THE COURTS

INSTRUCTIONS AND PROCEDURES FOR THE REVISED UNIFORM TRAFFIC TICKET (UTT-1) EFFECTIVE FEBRUARY 9, 2007.

TO JUDGES, DIRECTORS AND ADMINISTRATORS OF THE MUNICIPAL COURTS:

Attached are specimens of the revised form of the Uniform Traffic Ticket with accompanying instructions that are prescribed, **effective February 9, 2007**, pursuant to Rule 7:2-1(b)(1).

Effective July 1, 2007, only the attached revised forms of the Uniform Traffic Ticket (designated UTT-1) are authorized for use in all parking and other traffic matters. Please note that there are two options for the defendant's copy of the ticket. "Option A" maintains the traditional listing of payable amounts for the more common State or Local Violations. "Option B" eliminates the listing of payable amounts and provides guidance to defendants that they may either sign on to the internet or contact the municipal court to determine if the offense is payable and, if so, the payable amount.

The following INSTRUCTIONS TO MUNICIPAL COURT JUDGES are intended to facilitate the procurement and standardized use of this Uniform Traffic Ticket. These instructions are an integral part of this prescribed Uniform Traffic Ticket.

INSTRUCTIONS TO MUNICIPAL COURT JUDGES

I. USE OF THE UNIFORM TRAFFIC TICKET

Pursuant to R. 7:2-1(b), this revised form of the Uniform Traffic Ticket is intended for use in all parking and other traffic matters committed on and after FEBRUARY 9, 2007.

Special Note: The Uniform Traffic Ticket is not to be used when a private citizen is the complaining witness for complaints charging any parking or traffic offense. Rather, the Special Form of Complaint and Summons is to be used.

II. CONTROL, RESPONSIBILITY, PURCHASE AND INVENTORY

1. Municipal Courts

Each municipal court judge is responsible for the control of all Uniform Traffic Tickets used by local law enforcement officers, R. 7:2-1(b)(3). This includes Uniform Traffic Tickets issued by local agencies, such as parking authorities. Each municipal court judge (or court director or court administrator under the direction of the judge) shall arrange for the acquisition of the needed supply of the Uniform Traffic Ticket in accordance with county or municipal purchasing procedures. Upon delivery, the judge (court director or court administrator under the direction of the judge) shall inspect the tickets for correctness and note in the traffic ticket control record the date of receipt, the number of tickets received, and the first and last ticket number. Uniform Traffic Tickets are to be stored in a safe place, under the exclusive control of the court, until distributed for use by local law enforcement officers.

2. State, County, Local or Other Authorized Agencies

With the written authorization of and in the manner prescribed by the Administrative Director of the Courts, the head of any State, county, local or other authorized agency having law enforcement responsibilities may purchase, maintain records and control the distribution and use of this Uniform Traffic Ticket by their law enforcement officers.

3. Ticket Inventory

To assist the judge in periodically determining the quantity of forms to order, the appropriate officials of the county, municipality or other authorized agency responsible for law enforcement should be requested to project the number of forms that will be necessary for a 3-month period. In anticipation of future changes in the form of this Uniform Traffic Ticket, it is recommended that a municipal court, State, county, local or other authorized agency not maintain more than a 3-month supply.

UNIFORM TRAFFIC TICKET

III. SPECIFICATIONS AND PRINTING

1. General

The Uniform Traffic Ticket, in the form of the attached specimen, is to be top bound, numbered consecutively (alpha prefixes and suffixes are optional but recommended) and contain the following four parts: (1) the court's original copy, (2) the police copy, (3) the officer's copy, and (4) the defendant's copy. The "Court I.D." number should be pre-printed unless a modification is approved for multiple jurisdiction law enforcement agencies or other good cause in accordance with paragraph "I" below.

The following additional requirements also apply:

- a) The color of each part and the top to bottom binding sequence are as follows:

- (1) Court's original copy – White
- (2) Police copy – Blue
- (3) Officer's copy – Yellow
- (4) Defendant's copy (hard copy) – Buff

- b) The text of each part of this form is to be printed in black ink, except as noted in subsections c) and d) below. The shaded and bold text portions of the specimen are to be duplicated on all parts of the printed form.

- c) The following material is to be printed in red ink:

- (1) The outline of the box labeled "Lic. Plate No." is to be outlined in red;
- (2) The phrases "65 MPH Zone," "Safe Corridor" and "Construction Zone" and their corresponding check boxes located in the "TRAFFIC OFFENSES" section on the front of the Complaint-Summons;
- (3) The words "Complaint-Summons" (Court's Copy), "Police Record," "Officer's Copy" and "Complaint Summons" (Defendant's Copy) at the top and bottom of the front of each copy of the Complaint-Summons;
- (4) "COURT APPEARANCE REQUIRED" (language and check box) located in the NOTICE TO APPEAR section on the front of the Complaint-Summons;
- (5) The text of the paragraph (not including the title) entitled, "PLEA OF

NOT GUILTY," located on the back of the defendant's copy;

- (6) The text (not including the title) under NOTICE located on the back of the defendant's copy; and

- (7) The language and box on the defendant's copy pertaining to the "New Jersey Municipal Court Direct" Internet Payment Project is to be printed in red ink and a bold font must be used. The reference to "www.njmcdirect.com" in paragraph 1 on the back of the defendant's copy must also be in red.

- (8) The text "Death/Serious Injury" should be bold red text.

- d) The consecutive ticket numbers and court identification number on the face of this Uniform Traffic Ticket may be printed in either red or black ink.

- e) The size of the forms shall be 4"x 9" (plus ½" for top binding into books).

- f) All tickets must be numbered consecutively. They should be bound in books of at least ten. It is also permissible for the municipal court to maintain a limited supply of unbound tickets that may, when necessary, be issued to law enforcement officers.

- g) Use only "No Carbon Required" paper.

- h) For the convenient reference of defendants, the UTT-1 Option A allows for an optional listing of frequently charged local traffic and parking ordinance offenses and penalties to be printed on the back of the defendant's copy, provided that the court's Local Supplemental Violations Bureau Schedule, (in the form of the prescribed model order and approved by the Assignment Judge pursuant to R. 7:12-4(c)), includes those offenses and penalties.

- i) Modifications: No modifications or deviations may be made to the Uniform Traffic Ticket without the express written approval of the Administrative Director of the Courts. Any proposed changes should be submitted in writing to the Administrative Director of the Courts for review and approval.

APPENDIX U

2. Outside Cover Information

The following information must be printed on the back of the outside cover of each book of Uniform Traffic Tickets:

INSTRUCTIONS TO OFFICERS

A. GENERAL

1. At all times be COURTEOUS, FAIR and HONEST. Remember that public opinion of traffic enforcement is judged almost entirely by your conduct.
2. When issuing every Uniform Traffic Ticket:

DO –

- ✓ Introduce yourself to the driver by saying, "I am (give your rank, name and the name of the enforcement agency you represent)."
- ✓ Ask for the driver's license, registration certificate and insurance identification card.
- ✓ Advise the driver of the offense committed.
- ✓ Advise the driver that you are going to issue a Uniform Traffic Ticket charging that offense.
- ✓ Ask for any additional information necessary to fill out the Uniform Traffic Ticket.
- ✓ Check the boxes "65 MPH Zone," "Safe Corridor" or "Construction Zone" when applicable to the offense charged.
- ✓ Always check the box "Court Appearance Required" in accordance with R. 7:12-4(d) in addition to checking the "Accident" and "Personal Injury" boxes if the offense involves an accident resulting in personal injury.

In addition, the box for "Court Appearance Required" must also be checked if the charge involves: (1) speeding 40 MPH or more above the posted speed limit in any vehicle;

(2) speeding 20 MPH or more above the posted speed limit in a "Safe Corridor" or "Construction Zone"; or (3) the following "serious traffic violations" in connection with the operation of a commercial vehicle (see N.J.S.A. 39:3-10.11):

- a) Excessive speeding – 15 MPH or more above the speed limit.
 - b) Reckless driving, including violations of N.J.S.A. 39:4-96.
 - c) Improper or erratic traffic lane changes.
 - d) Following a vehicle ahead too closely, including violations of N.J.S.A. 39:4-89.
- ✓ Always charge only one offense per ticket.
 - ✓ Fill out the Uniform Traffic Ticket and hand it to the driver.

DO NOT –

- ✓ "Lecture" the driver.
 - ✓ Quiz drivers on their knowledge of traffic laws.
 - ✓ Indulge in personal remarks or altercations.
3. In filling out a ticket, preferably use a ballpoint pen, applying steady pressure so that all copies will be legible. Print all information so that it is legible.
 4. File the Uniform Traffic Ticket with the court without delay.
 5. File the police copy in accordance with your departmental regulations.
 6. Keep your officer's copy in the event that your testimony in court is required.
 7. Give the defendant the hard copy of the Uniform Traffic Ticket. For parking offenses, the defendant's copy may also be affixed to the vehicle.

UNIFORM TRAFFIC TICKET

B. OFFICER'S COMMENTS

(See back of Officer's Copy)

It is very important to fill in the **OFFICER'S COMMENTS** section provided on the back of the officer's copy of the Uniform Traffic Ticket. Use this space to describe briefly the circumstances of the offense. There are always one or more relevant comments that you should note. Include every fact which will assist you in testifying, including:

- ✓ Facts about speed, distance and course of travel or position of the motor vehicle.
- ✓ In careless or reckless driving cases, the details which indicate that such offense was committed.
- ✓ Statements by the driver and general attitude.
- ✓ Other helpful comments or observations.

3. INSIDE COVER INFORMATION

The following information must be printed on the inside cover of each book of Uniform Traffic Tickets:

A. RESPONSIBILITY FOR UNIFORM TRAFFIC TICKETS

In accordance with R. 7:2-1(b)(3), each municipal court judge is responsible for all Uniform Traffic Tickets issued to local officers and for the proper disposition of those tickets. The court is required to keep a control record for such tickets in accordance with the procedure prescribed by the Administrative Director of the Courts. To maintain these control records, officers must sign a receipt for the tickets issued to them and submit written reports on all tickets that are: (1) to be voided or corrected by the judge, (2) pocket worn or damaged and/or (3) lost.

B. ERRORS/MISTAKES

If the officer notes that an error has been made in writing the ticket, the officer should immediately stop writing the ticket. The officer may not cross out or erase any erroneous information. The officer should then write a new ticket and file both with the court. Both tickets should be stapled together, along with a separate signed statement explaining why the original ticket should be voided by the court. Pursuant to R. 1:13-1, only the court is authorized to correct clerical mistakes.

Therefore, no person may make any changes whatsoever in any part of the Uniform Traffic Ticket after the officer has started to fill it out. Amendments to tickets are within the sole province of the judge acting, when appropriate, in open court.

C. ADDITIONAL INFORMATION (OPTIONAL)

Additional information may be approved by the municipal court judge, State, county, local or other authorized agency head for printing on the top of the flap of each Uniform Traffic Ticket Book. Appropriate information might include:

- ✓ Information, including offenses and penalties, from the Statewide or Local Supplemental Violations Bureau Schedules.
- ✓ Frequently charged Title 39 offenses and penalties.
- ✓ Frequently charged traffic ordinance offenses and penalties.
- ✓ Calendars.
- ✓ Emergency telephone numbers.
- ✓ Schedule of court sessions.
- ✓ A list of payable offenses that require a court appearance if committed in a commercial vehicle.
- ✓ Other useful information for convenient reference.

IV. COMMENTS OR SUGGESTIONS

Any comments concerning the contents of this form or suggestions for its improvement will be welcomed and are encouraged. They may be forwarded to the:

ADMINISTRATIVE OFFICE OF THE COURTS

R.J. Hughes Justice Complex
Municipal Court Services Division
Court Operations
P.O. Box 986
Trenton, New Jersey 08625

V. APPROVED:

/s/ Philip S. Carchman

Philip S. Carchman, J.A.D.
Administrative Director of the Courts