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Requirement to Use Updated Notice to Appear Citations (TF 130)

The purpose of this bulletin is to advise members to use the current version of the Notice to Appear Citation (Traffic/Non Traffic) when issuing handwritten citations. Citations are court forms, TF 130; the current version has a revision date of 6/26/15 in the lower left corner of the citation form.

The manager of the Traffic/Infractions Division has noted that members are sometimes submitting citations on outdated forms.

The judicial council requires that Law Enforcement Agencies use the current citation forms, and the Traffic/Infractions Division may reject the older forms. Additionally, litigants have standing to identify older citation forms as outdated and therefore defective.

The current Notice to Appear citation has updated court locations and phone numbers.

Facility Coordinators shall ensure that the appropriate citations (TF 130) are made available to members and that all previous citations are disposed of properly in shredding bins.

William Scott
WILLIAM SCOTT
Chief of Police