

OFFICE OF THE SECRETARY

MVD 21

IN THE MATTER OF THE ADOPTION OF AMENDMENTS  
TO THE "UNIFORM TRAFFIC CITATION AND COMPLAINT"  
AS MADE AND PROVIDED UNDER SECTION 345.11,  
WIS. STATS.

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CERTIFICATE  
AND  
ORDER ADOPTING AMENDMENTS

I, Dale Cattanach, Secretary of the Department of Transportation, and  
Chairman of the statutory Uniform Traffic Citation and Complaint committee,  
hereby certify:

That after due deliberation and meeting of said committee, said committee  
did adopt the following amendments to the "Uniform Traffic Citation and  
Complaint" form, Chapter MVD 21, Wisconsin Administrative Code, for use in  
the state of Wisconsin:

(Exhibit A attached)

Received  
Jan 24, 1978  
10:30 a.m.  
Rousa of Staffing  
Bureau

Dale Cattanach  
DALE CATTANACH, Committee Chairman

ORDER ADOPTING

IT IS HEREBY ORDERED, under section 345.11 (4), Wis. Stats., that the  
"Uniform Traffic Citation and Complaint" form (Exhibit A attached) is hereby  
adopted as amended; and, shall be published and filed as provided under  
227.013, Wis. Stats.

Dated at Madison, Wisconsin, this 13 day of January, 1978.

Dale Cattanach  
Secretary  
Wisconsin Department of Transportation

DEPT. OF TRANSPORTATION – MOTOR VEHICLE

Chapter MVD 21

FORMS

MVD 21.01 Union traffic citation and complaint

MVD 21.01 Union traffic citation and complaint

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<b>F</b>	<b>WISCONSIN UNIFORM TRAFFIC CITATION AND COMPLAINT</b>						Deposit Permitted
STATE OF WISCONSIN		COURT		OF			
The undersigned, an officer for and in behalf of the _____ of _____ states on oath (upon information and belief) that said							
	defendant did, on	19	at	AM PM, violate	Ord. No.	Stat. No.	
of	Name-First	Middle Initial	Last	Adopting	TO WIT:		
VS.				M P H	Act.	Legal	Over
Address (Residence)				Post Office	State	Zip	
Birthdate	Driver's License			State			
Veh. Plate	Exp.	State	Make	Type	On Hwy/Street		
Trailer - Plate	Exp.	State	Make	Type	At		
<b>YOU ARE HEREBY NOTIFIED TO APPEAR IN THE ABOVE NAMED COURT</b>						County	City/Village/Town
<input type="checkbox"/> Chem Test	<b>ON</b>			19	<b>AT</b>	AM	PM
<input type="checkbox"/> Radar	Located at:			Operating as:		Officer's Signature	
Other _____				<input type="checkbox"/> Operator <input type="checkbox"/> Chauff. <input type="checkbox"/> School Bus Op.		Badge No.	
Driver Description:				Sworn to before me. Date:			
Sex	Race	Eyes	Hair	Wt.	Ht.		
ACCIDENT				Fatal	PI	PD	HIGHWAY
				Div.	Not Div.	Lanes:	
MVD-4016-78 (1)				Wisconsin Uniform Citation and Complaint s. 345.11 Statutes			

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STATEMENT OF NOTICE:

- Conviction, forfeiture, or stipulation of no contest to the charge described on the reverse side will result in the assessment of demerit points against the driver named on the reverse side. Accumulation of 12, 18, or 24 points in 1, 2, or 3 years respectively will be cause for revocation or suspension of driving privileges.
- Conviction, forfeiture, or stipulation of no contest to the charge described on the reverse side will result in revocation or suspension of driving privileges.

I HAVE READ THE ABOVE STATEMENT, and hereby promise to appear in court or post a cash deposit as notified on the face of the citation.

Signature \_\_\_\_\_

Bail Set Date	Bail Received Date	Amount \$
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Continuances \_\_\_\_\_

Warrant	Date Issued	Date Returned
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Case Transferred to: \_\_\_\_\_

DISPOSITION IN COURT:

- 36  Juvenile Court      38  County Court Br. \_\_\_\_\_
- 37  Municipal Court      39  Circuit Court Br. \_\_\_\_\_

- |                                       |        |  |  |  |
|---------------------------------------|--------|--|--|--|
| 40 <input type="checkbox"/> Dismissed | REASON | 42 <input type="checkbox"/> Stipulation of Parties | 44 <input type="checkbox"/> Motion of Defendant  | 46 <input type="checkbox"/> Issuing Agency |
| 41 <input type="checkbox"/> Amended   |        | 43 <input type="checkbox"/> Motion of Court        | 45 <input type="checkbox"/> Motion of Prosecutor | Recommendation                             |

47  Ord. \_\_\_\_\_ Number of amended charge

48  Stat. \_\_\_\_\_

Describe Amended Charge \_\_\_\_\_

WISCONSIN ADMINISTRATIVE CODE

Plea:		By:	
49 <input type="checkbox"/> Guilty	51 <input type="checkbox"/> Not Guilty	52 <input type="checkbox"/> Defendant	54 <input type="checkbox"/> Court
50 <input type="checkbox"/> No Contest		53 <input type="checkbox"/> Counsel	
69 <input type="checkbox"/> Stipulation of No Contest			

Adjudication	Upon Finding By:
55 <input type="checkbox"/> Guilty	57 <input type="checkbox"/> Judge
56 <input type="checkbox"/> Not Guilty	59 <input type="checkbox"/> Jury

Disposition	
60 Court Costs \$ _____	61 <input type="checkbox"/> Lic. Revocation _____ Days
65 Fine \$ _____	62 <input type="checkbox"/> Jail _____ Days
66 Forfeiture \$ _____	63 <input type="checkbox"/> Dr. Lic. Restriction
70 Penalty Assessment \$ _____	64 <input type="checkbox"/> Probation
	67 <input type="checkbox"/> Lic. Suspension _____ Days
	68 <input type="checkbox"/> Traffic School
TOTAL \$ _____	<input type="checkbox"/> Group Dynamics

Other Sentence - Describe \_\_\_\_\_

Date of Adjudication	_____	
Judge Number	Report of Disposition Mailed to Department of Transportation	Date

DEPT. OF TRANSPORTATION – MOTOR VEHICLE

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<b>F</b>	REPORT OF DISPOSITION	Deposit Permitted	
STATE OF WISCONSIN		COURT	OF
	defendant did, on	19	at
	Name-First	Middle Initial	Last
	of	vs.	Adopting
	Address (Residence)	Post Office	State
	Birthdate	Driver's License	State
	Veh. Plate	Exp. State	Make
	Trailer - Plate	Exp. State	Make
YOU ARE HEREBY NOTIFIED TO APPEAR IN THE ABOVE NAMED COURT			County
	ON	19	AT
	Located at:	AM	PM
	Other	Operator	Chauf.
	Driver Description:	School	Bus Op.
	Sex	Race	Eyes
	ACCIDENT	26	27
	Fatal	PI	PD
	HIGHWAY	29	30
	Div.	Not Div	Lanes:
	MVD-4016-78 (1)	Dept.	Badge No.
Wisconsin Uniform Citation and Complaint s. 345.11 Statutes			

REPORT OF DISPOSITION

REPORT OF DISPOSITION OUTSIDE OF COURT:

- 34  Withdrawn by issuing agency
- 35  Case denied by prosecutor Date of Disposition \_\_\_\_\_

REPORT OF DISPOSITION IN COURT:

- 36  Juvenile Court      38  County Court Br. \_\_\_\_\_
- 37  Municipal Court      39  Circuit Court Br. \_\_\_\_\_

- |                                       |        |  |  |   |
|---------------------------------------|--------|--|--|---|
| 40 <input type="checkbox"/> Dismissed | REASON | 42 <input type="checkbox"/> Stipulation of Parties | 44 <input type="checkbox"/> Motion of Defendant  | 46 <input type="checkbox"/> Issuing Agency Recommendation |
| 41 <input type="checkbox"/> Amended   |        | 43 <input type="checkbox"/> Motion of Court        | 45 <input type="checkbox"/> Motion of Prosecutor |   |

- 47  Ord. Number of amended charge \_\_\_\_\_
- 48  Stat.

Describe Amended Charge \_\_\_\_\_

- |   |  |                                       |                                   |
|---|--|---------------------------------------|-----------------------------------|
| Plea:   |  | By:                                   |                                   |
| 49 <input type="checkbox"/> Guilty                    | 51 <input type="checkbox"/> Not Guilty | 52 <input type="checkbox"/> Defendant | 54 <input type="checkbox"/> Court |
| 50 <input type="checkbox"/> No Contest                |  | 53 <input type="checkbox"/> Counsel   |                                   |
| 69 <input type="checkbox"/> Stipulation of No Contest |  |                                       |                                   |

- |  |   |
|--|---|
| Adjudication                           | Upon Finding By:  |
| 55 <input type="checkbox"/> Guilty     | 57 <input type="checkbox"/> Judge      59 <input type="checkbox"/> Jury |
| 56 <input type="checkbox"/> Not Guilty |   |

- Disposition 65  Fine
- 60  Court Costs \$ \_\_\_\_\_ 66  Forfeiture \$ \_\_\_\_\_
- 61  Dr. Lic. Revocation    63  Dr. Lic Restriction    67  Dr. Lic. Suspension
- 62  Jail \_\_\_\_\_      64  Probation      68  Traffic School
- 70  Penalty Assessment \$ \_\_\_\_\_

Number of days or other sentence - describe: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Date of Adjudication - Signature of (Judge) (Clerk) \_\_\_\_\_

Judge Number
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WISCONSIN ADMINISTRATIVE CODE

DEPT. OF TRANSPORTATION - MOTOR VEHICLE

248a

<b>F</b>	CITATION AND COMPLAINT COPY				Deposit Permitted
STATE OF WISCONSIN _____ COURT _____ OF _____					
The undersigned, an officer for and in behalf of the _____ of _____ states on oath (upon information and belief) that said					
	defendant did, on	19	at	AM PM, violate	Ord. No.      Stat. No.
of	Name-First	Middle Initial	Last	Adopting	TO WIT:
VS.				M P H	Act.    Legal    Over    Describe violation
Address (Residence)		Post Office		State	Zip
Birthdate	Driver's License			State	
Veh. Plate	Exp.	State	Make	Type	On Hwy/Street
Trailer - Plate	Exp.	State	Make	Type	At
<b>YOU ARE HEREBY NOTIFIED TO APPEAR IN THE ABOVE NAMED COURT</b>					County      City/Village/Town
<input type="checkbox"/> Chem Test	<b>ON</b> _____ 19 _____ <b>AT</b> _____ AM PM				
<input type="checkbox"/> Radar	Located at:			Operating as:	Officer's Signature      Badge No.
Other _____				<input type="checkbox"/> Operator	
				<input type="checkbox"/> Chauff.	
				<input type="checkbox"/> School Bus Op.	
Driver Description: Sex    Race    Eyes    Hair    Wt.    Ht.					Read back to see, if you can pay penalty before court date.
ACCIDENT		Fatal	PI	PD	HIGHWAY
				Div.	Not Div
				Lanes:	Dept.
MVD-4016-78 (1)		Wisconsin Uniform Citation and Complaint s. 345.11 Statutes			

INSTRUCTIONS — READ CAREFULLY

For any charge: A plea of not guilty may be made by regular mail to the Court. The court will inform you of the trial date.

Failure to appear in court as directed or to post a cash deposit may result in issuance of a warrant for your arrest.

The court may refuse to forfeit a cash deposit and order you to appear in court.

FOR VIOLATION OF TRAFFIC CRIMES: Appearance in court is required for charges under certain statutes. The arresting officer has informed you if this citation charges you with a traffic crime.

FOR VIOLATION OF TRAFFIC REGULATIONS: If you do not wish to appear in court to answer this citation, you may satisfy this matter without appearing in court by following one of the two following procedures:

- A. Make a STIPULATION AND A DEPOSIT. To do this you must, WITHIN 10 DAYS OF THE VIOLATION, do the following:
  1. Sign the "Statement of Notice" on the back of your citation.
  2. Sign the "Statement of Stipulation" on the back of your citation.
  3. Mail or deliver your copy of this citation, together with the required amount of deposit plus court costs and penalty assessment to the police agency that issued this citation (or to the appropriate Clerk of Court if directed to do so by the issuing officer). Remittance should be made payable to the appropriate Clerk of Court or Municipal Justice as directed by the issuing officer.
- B. Make a DEPOSIT ONLY. (No "Stipulation of No Contest" required.) To do this you must, prior to the court date shown on the reverse side, mail the required amount of deposit plus court costs and penalty assessment to the Clerk of Court at the Clerk's address. Be advised that if you fail to appear in court at the time fixed on the citation, you will be deemed to have tendered a plea of no contest and submitted to forfeiture plus costs and penalty assessment not to exceed the amount of the deposit which the court may accept as provided in s. 345.37, or if you fail to appear in court at the time fixed on the citation and if the court does not accept the deposit as a forfeiture for the violation, you will be summoned into court to answer the complaint.

If you have deposited your valid Wisconsin operator's license and you fail to either make a stipulation and deposit, or to make a deposit without stipulation, and you do not appear in court on your court date, the court shall order your license suspended for a period of 30 days or until the case is disposed of, whichever is longer.

STATEMENT OF NOTICE

- Conviction, forfeiture, or stipulation of no contest to the charge described on the reverse side will result in the assessment of demerit points against the driver named on the reverse side. Accumulation of 12, 18, or 24 points in 1, 2, or 3 years respectively will be cause for revocation or suspension of driving privileges.
- Conviction, forfeiture, or stipulation of no contest to the charge described on the reverse side will result in revocation or suspension of driving privileges.

I HAVE READ THE ABOVE STATEMENT:

Signature \_\_\_\_\_

STIPULATION

I, the undersigned, do hereby stipulate no contest to the offense charged on the reverse side hereof and waive my right to a trial. I agree to pay the amount proscribed below. I have been advised of the mandatory revocation or suspension and demerit point provisions of the law as required by section 343.27, of the Wisconsin Statutes.

Signature	Date	Amount
		\$

WISCONSIN ADMINISTRATIVE CODE

DEPT. OF TRANSPORTATION - MOTOR VEHICLE

248c

<b>F</b>	POLICE RECORD				Deposit Permitted						
STATE OF WISCONSIN		COURT				OF					
defendant did, on		19		at		AM PM, violate		Ord. No.		Stat. No.	
of		Name-First		Middle Initial		Last		Adopting		TO WIT:	
VS.								M P H		Act. Legal Over Describe violation	
Address (Residence)		Post Office		State		Zip					
Birthdate		Driver's License				State					
Veh. - Plate		Exp. State		Make		Type		On Hwy/Street			
Trailer - Plate		Exp. State		Make		Type		At			
YOU ARE HEREBY NOTIFIED TO APPEAR IN THE ABOVE NAMED COURT								County		City/Village/Town	
<input type="checkbox"/> Chem Test <input type="checkbox"/> Radar Other		ON		19		AT		AM PM		Located at: Operating as: <input type="checkbox"/> Operator <input type="checkbox"/> Chauff. <input type="checkbox"/> School Bus Op.	
								Officer's Signature		Badge No.	
		Driver Description:		Sex		Race		Eyes		Hair	
		ACCIDENT		Fatal		PI		PD		HIGHWAY	
								Div.		Not Div	
								Lanes		Dept.	
		MVD-4016-78 (1)		Wisconsin Uniform Citation and Complaint s. 345.11 Statutes							



POLICE RECORD

Date of Disposition	<input type="checkbox"/> Forfeiture	Court Cost	Penalty Assessment
	<input type="checkbox"/> Fine \$	\$	\$\$

- Withdrawn by Agency
- Denied by Prosecution
- Dismissed - Reason

Plea:

Guilty     Not Guilty     Stipulation     No Contest

Finding:

Guilty     Not Guilty

Sentence:

Lic. Revocation \_\_\_\_\_ Days     \_\_\_\_\_ Days in jail

Driver License Restriction     Probation

Lic. Suspension \_\_\_\_\_ Days     Traffic School     Group Dynamics

Other

Court Officer's Name

Incident Report

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WISCONSIN ADMINISTRATIVE CODE

Weather	Clear	Rain	Snow	Fog	Sleet	Cloudy
Road	Dry	Wet	Slippery		Loose Material	
Light	Day	Night	Twilight	Traffic	Light	Med.    Heavy