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IMPORTANT INSTRUCTIONS REGARDING A NON-CRIMINAL TRAFFIC INFRACTION NOT REQUIRING A COURT APPEARANCE

FLORIDA UNIFORM TRAFFIC CITATION

Form fields for County of, Agency Name, Agency #, Date of Week, Name (Print) First Middle Last, Street, City, State, Zip Code, Telephone Number, Date of Birth, Race, Sex, Hgt, Driver License Number, State, Class, CDL License, Yr. License Exp., Commercial Vehicle, Yr. Vehicle, Make, Style, Color, Placarded Haz. Material, Vehicle License No., Trailer Tag No., State, Year Tag Expires, Upon a Public Street or Highway, or Other Location, Namely, Motorcyclist, Companion Citation(s), and Did Unlawfully Commit the Following Offense.

If you were charged with a civil infraction, you must complete one of the following options within 30 calendar days of the date of this citation. If you fail to comply within 30 calendar days, your driving privilege will be suspended until you comply. You will then be subject to additional penalties. Please see the front of the citation for the contact information for the Clerk of Court in the county where this violation occurred.

Option 1: You may pay the civil penalty listed on the front of the citation to the Clerk of Court or establish a payment plan pursuant to s. 28.246(4), F.S. You must enclose this citation if you mail payment, which may be a money order or a cashier's check. The clerk does does not accept personal checks. You may pay this citation on-line at www.payfliclerk.com. Payment of the civil penalty is considered a conviction and points will be assessed, if applicable. Proof of compliance in the form of a driver license or registration certificate, whichever is applicable, is required in addition to payment if you were cited for driver license expired less than six months, expired tag less than six months, failure to display a valid driver license or failure to display a valid registration. You will be required to complete a driver improvement course if you are convicted of running a red light or passing a school bus. Your driving privilege will be suspended if you are convicted of not providing proof of insurance. Accumulation of points may increase the cost of your insurance.

Option 2: If you were cited for expired driver license, failure to display a valid driver license, expired tag, failure to possess a valid registration, or no proof of insurance, you may show proof to the Clerk of Court that you had a valid driver license, tag/registration, or insurance, whichever is applicable, at the time of the offense. The charge will be dismissed upon payment of a dismissal fee.

Option 3: If you do not hold a commercial driver license and you were cited for driver license expired 6 months or less, expired tag 6 months or less, failure to display a valid driver license, failure to possess a valid registration, no proof of insurance, or driving while license suspended [see s. 322.34(10)(a), F.S.], you may elect to show proof of compliance to the Clerk of Court in the form of a valid driver license, registration or proof of insurance, whichever is applicable. You may only make one such election per 12 month period and no more than three elections in your lifetime. You must pay court costs and adjudication will be withheld.

Option 4: If you do not hold a commercial driver license, you may be eligible to elect to complete a Florida driver improvement course. You must contact the Clerk of Court to make this election. You may make only one such election per 12 month period and not more than 5 elections in your lifetime. Please visit www.flhsmv.gov for a list of approved courses and to determine your eligibility for this election. Adjudication will be withheld and points will not be assessed. You must pay a civil penalty and court costs. This option is not available for certain traffic offenses, including driver license, tag, and registration violations. Completion of a driver improvement course is required if you are cited for running a red light/traffic control device, even if you do not make this election.

Option 5: You may elect a court hearing by contacting the Clerk of Court. If you request a hearing and the County Judge/Magistrate/Hearing Officer determines that you have committed the offense, the County Judge/Magistrate/Hearing Officer may impose a penalty of up to \$500 (or \$1,000 if a fatality occurred) and/or require completion of a driver improvement course. Points may be assessed. If it is determined that no infraction has been committed, no cost or penalties shall be imposed.

Option 6: If you were cited with a non-criminal violation of operating a motor vehicle in an unsafe condition (s. 316.610 F.S.) or not properly equipped (s. 316.610, F.S. or s. 316.2935, F.S.), you may have the defect corrected, then contact your local county or city law enforcement agency to have the correction certified below. You must pay the local law enforcement agency [\$] for this service. You may then mail or present this affidavit of compliance along with [\$] to the Clerk of Court within 30 calendar days of the date of this citation. No points will be assessed. This option does not apply to a commercial motor vehicle or a transit bus owned by a governmental entity.

Form fields for Unlawful Speed, MPH Speed Applicable, MPH, School Zone, Construction Workers Present, and Speed Measurement Device.

Form fields for Careless Driving, Violation of Traffic Control Device, Failure to Stop at a Traffic Signal, Improper Lane Change or Course, No Proof of Insurance, Violation of Right-of-Way, Child Restraint, Safety Belt Violation, Improper or Unsafe Equipment, Expired Tag Six (6) Months or Less, Expired Tag More Than Six (6) Months, Improper Passing, Expired Driver License Six (6) Months or Less, Expired Driver License More Than Six (6) Months, No Valid Driver License, Driving While License Suspended or Revoked, Driving Under the Influence, and Passenger Under 18 Yrs BAL.

Form fields for Other Violations or Comments Pertaining to Offense, Aggressive Driving, In Violation of, Section, Sub-Section, RE-EXAM, and DL SEIZED.

Form fields for Crash, Property Damage, Injury to Another, Serious Bodily Injury to Another, Fatal, and Criminal/Infraction/No Appearance Required.

Form fields for Civil Penalty is \$, Court Information, Date, Time, Court, and Location.

Form fields for Additional Comments, Arrest Delivered To, Date, and Signature of Violator.

Form fields for Rank - Name Of Officer, Badge No., ID No., Troop/Unit, and I certify this citation was delivered to the person cited above and certify the charge above.

Form fields for Additional Officer, Rank - Name Of Officer, Badge No., ID No., Troop/Unit, and HSMV 75901 (Rev. 06/22).

FAULTY EQUIPMENT AFFIDAVIT OF COMPLIANCE (Law Enforcement Use Only)

Affidavit form for Faulty Equipment Compliance, including fields for Date, Assigned DHSMV Agency #, and Signature.