

**ADMINISTRATIVE OFFICE OF THE COURTS
STATE OF NEW JERSEY**

MEMORANDUM TO: Municipal Court Judges
Municipal Court Directors
Municipal Court Administrators

FROM: Richard J. Williams, J.A.D.

SUBJECT: **Revised Statewide Violations Bureau Schedule
Revised Uniform Traffic Ticket and Instructions**

DATE: April 16, 2004

Attached are the revised versions of the Uniform Traffic Ticket (UTT) and Statewide Violations Bureau Schedule. I have also attached instructions regarding the Local Supplemental Violation Bureau schedule that requires additional assessments to Traffic and Parking related amounts on your Local Schedule. **These revisions have been approved and are effective June 30, 2004.** The modifications to the Statewide Violations Bureau Schedule and the UTT are necessary because of the recent passage of the Brain Injury Research Act law (P.L. 2003, c.200).

Below I have highlighted the primary changes to each of these documents and outlined the reasons for each modification:

1. STATEWIDE VIOLATIONS BUREAU SCHEDULE

A. Brain Injury Research Act Legislation

The recent Brain Injury Research Act legislative change has required modification of the Statewide Violations Bureau Schedule. In general, the change has been limited to increasing the payable amounts for all traffic-related offenses by \$1.00 to reflect the new assessments. ATS/ACS accounting procedures necessary to implement the financial record keeping aspects of this legislation will be distributed separately.

B. Motor Carrier Safety Regulations

This section has been removed because of a change to N.J.S.A.39:5B-29. This change was previously brought to your attention in a memorandum of

July 16, 2003 concerning P.L. 2003, c. 131. We expect that in the near future this section will be restored upon the completion of an analysis necessary to determine fines that can be placed in the Statewide Violations Bureau Schedule.

C. Failure to Possess or Exhibit Documents

Pursuant to P.L.2003, c.89, defendants who are charged with failure to exhibit or possess their insurance ID card must now present proof of insurance to the police department that issued the ticket within twenty-four (24) hours. As such, failure to possess or exhibit the insurance card has been removed from the Statewide Violations Bureau Schedule. A copy of this law was sent to you on August 6, 2003.

2. REVISED UNIFORM TRAFFIC TICKET

Effective June 30, 2004, changes have also been approved for the UTT. The first change is found on the back of the Court's copy. This change is limited to increasing the area dedicated to "Complaint Amended To."

Changes have also been made to the back of the defendant's copy of the UTT. These changes reflect the new payable amounts outlined above and the exclusion of the "Failure to Exhibit or Possess the Insurance Card." Also, as a result of requests made by municipal court administrators, the back of the defendant's copy now includes an additional line listing speeding in excess of 20-24 MPH. Lastly, a minor change has been made to section "3. Plea of Not Guilty." In the last sentence of the first paragraph, the number "2" has been changed to "additional." This change must be made on all new tickets and must be in effect by December 31, 2004.

In order to permit existing supplies to be exhausted, the previously prescribed UTT may be used until December 31, 2004, provided that a stick-on label containing the increased payable amounts is placed on the back of the defendant's copy of each ticket issued after June 30, 2004.

3. LOCAL SUPPLEMENTAL VIOLATIONS BUREAU SCHEDULE

The instructions and requirements for your Local Schedule have also been changed to reflect the new legislation. The format of the attached Local Schedule parallels that of the revised Statewide Violations Bureau Schedule. As a result of the Brain Injury Research Act, a total of \$1.00 may be added to the fine amount for each traffic and parking related offense listed on Local Schedules. Effective June 30, 2004, \$1.00 of the payable amount will be distributed to the Brain Injury Research fund and the minimum payable amount for traffic or parking matters will be \$11.00. As in the past, payable amounts from your Local Schedule may be selectively printed on the back of the UTT as a convenience to defendants and the municipal court.

Please contact John Podeszwa, Chief, Technical Services Unit, Municipal Court Services Division, at (609) 292-5286 if you have any questions regarding these matters.

Attachments

c: Assignments Judges
Presiding Judges-Municipal Courts
John P. McCarthy, Jr., Director, Trial Court Services
Trial Court Administrators
Municipal Division Managers
Robert W. Smith, Assistant Director, Municipal Court Services
John Podeszwa, Chief, Technical Assistance Unit, Municipal Court Services
Lawrence E. Walton, Chief, Judicial Services Unit, Municipal Court Services