OHIO TRAFFIC RULES

Rule

1 Scope of rules; applicability; authority and construction
2 Definitions
3 Complaint and summons; form; use
4 Bail and security
5 Joinder of offense and defendants; consolidation for trial; relief from prejudicial joinder
6 Summons, warrants: form, service and execution
7 Procedure upon failure to appear
8 Arraignment
9 Jury demand
10 Pleas; rights upon plea
11 Pleadings and motions before plea and trial: defenses and objections
12 Receipt of guilty plea or No Contest Plea
13 Traffic violations bureau
13.1 Juvenile traffic violations bureau
14 Magistrates
15 [Reserved]
16 Judicial conduct
17 Traffic case scheduling
18 Continuances
19 Rule of court
20 Procedure not otherwise specified
21 Forms
22 [Reserved]
23 Title
24 Effective date

Temporary Provisions
Uniform Traffic Ticket (MUTT)

RULE 1. Scope of Rules; Applicability; Authority and Construction.

(A) Applicability

These rules prescribe the procedure to be followed in all courts of this state in traffic cases and supersede the "Ohio Rules of Practice and Procedure in Traffic Cases For All Courts Inferior To Common Pleas" effective January 1, 1969, and as amended on January 4, 1971, and December 7, 1972.

(B) Authority and construction

These rules are promulgated pursuant to authority granted the Supreme Court by R.C. 2935.17 and 2937.46. They shall be construed and applied to secure the fair, impartial, speedy and sure administration of justice, simplicity and uniformity in procedure, and the elimination of unjustifiable expense and delay.

(C) Court orders regarding physical appearance

As used in these rules, any option to use live two-way video or audio technology shall not be construed to limit the power of a judge or magistrate to order that a party, attorney, or witness physically appear at a proceeding without the use of live two-way video or audio technology.

Effective Date: January 1, 1975
Amended: July 1, 2022

RULE 2. Definitions.

As used in these rules:

(A) "Traffic case" means any proceeding, other than a proceeding that includes an alleged violation of Title 29 of the Revised Code, that involves one or more alleged violations of a law, ordinance, or regulation governing the operation and use of vehicles, conduct of pedestrians in relation to vehicles, or weight, dimension, loads or equipment, or vehicles drawn or moved on highways and bridges.

(B) "Traffic ticket" means the traffic complaint and summons described in Traffic Rule 3 and that appears in the Appendix of Forms.

(C) "Highway" includes a street or an alley.

(D) "Petty offense" means an offense for which the penalty prescribed by law includes confinement for six months or less.

(E) "Serious offense" means an offense for which the penalty prescribed by law includes confinement for more than six months.

(F) "Court" means a municipal court, county court, juvenile division of the court of common pleas, or mayor's court.

(G) "Judge" means judge of a municipal court, county court, or juvenile ivision of the court of common pleas, a magistrate of a municipal or county court, or a mayor or mayor's court magistrate presiding over a mayor's court.

(H) "Prosecuting attorney" means the attorney general of this state, the prosecuting attorney of a county, the law director, city solicitor, or other officer who prosecutes a criminal case on behalf of the state or a city, village, township, or other political subdivision, and the assistant or assistants of any of them.

(I) "State" means this state, a county, city, village, township, other political subdivision or any other entity of this state that may prosecute a criminal action.

(J) "Clerk of court" means the duly elected or appointed clerk of any court of record, or the deputy of any of them, and either the mayor of a municipal corporation having a mayor's court or any clerk appointed by the mayor.

(K) "Appear," "appearance," or "in person" mean the physical or remote presence of an individual.

(L) "Attendance" means the physical or remote presence of an individual.

(M) "Open court" includes a court proceeding open to the public in person or by remote access to the live proceeding.

(N) "Personal" or "Personally" means the physical or remote presence of an individual except as provided by Traf.R. 3(E)(1).

(O) "Present" means the physical or remote presence of an individual.

(P) "Remote presence" means the presence of a person who is using live two-way video and/or audio technology.

(Q) "Supplemental citation" is a citation signed by the clerk of court that meets the requirements of R.C. 2935.26(B).

Effective Date: January 1, 1975
Amended: February 1, 2002; January 1, 2006; January 1, 2010; July 1, 2022; July 1, 2026

Traffic Rules Review Commission
Commentary (February 1, 2002 Amendment)

The amendment to the definition of "traffic case" clarifies that the Ohio Traffic Rules do not apply in proceedings that arise from a felony indictment. In traffic cases that arise from a felony indictment, such as felony drunk driving cases, the Ohio Rules of Criminal Procedure would apply. See Rule 1(C), Ohio Rules of Criminal Procedure.

The amendment also corrects references to certain courts and makes other nonsubstantive changes.

Traffic Rules Review Commission
Commentary (January 1, 2006 Amendment)

The amendment deleting the definition of "Review Commission" is made upon transition of the oversight of the Ohio Traffic Rules from the Review Commission to the Commission on the Rules of Practice and Procedure in Ohio Courts as adopted by the Supreme Court of Ohio effective January 1, 2006.

RULE 3. Complaint and Summons; Form; Use.

(A) Traffic complaint and summons

In traffic cases, the complaint and summons shall be the "Ohio Uniform Traffic Ticket" as set out in the Appendix of Forms.

(B) Traffic complaint and summons form

The Ohio Uniform Traffic Ticket shall consist of four sheets, padded together and bound at the top or bottom edge. Each sheet shall be four and one-fourth inches in width and nine and one-half inches in length from a perforation below the binding to the bottom edge. The first sheet shall be white and the second sheet shall be canary yellow. Where an additional copy is needed by an agency, it may be added. The first and second sheets shall be at least fifteen pound paper.

The first sheet shall be the court record.

The second sheet shall be the abstract of court record for the Bureau of Motor Vehicles as required by section 4507.021 of the Revised Code. The second sheet may be omitted from the Ticket if the court reports violations to the Bureau by electronic or other means acceptable to the Bureau.

The third sheet shall be the defendant's copy.

The fourth sheet shall be the enforcement agency record.

A wrap-around may be added to the first sheet. The issuing authority may use the front and back of the wrap-around for any data or information it may require.

Each ticket sheet shall be perforated tab bound at the edge or end with carbon paper interleaved so that all carbon paper is securely bound to the tab and removable with it, or shall be on treated paper so that marking from the top sheet is transferred legibly to successive sheets in the group.

(C) Use of ticket

The Ohio Uniform Traffic Ticket shall be used in all moving traffic cases, but its use for parking and equipment violations is optional in each local jurisdiction. Any ticket properly issued by a law enforcement officer shall be accepted for filing and disposition in any court having jurisdiction over the offense alleged. An officer may include more than one alleged violation on a single ticket provided the alleged violations are numbered sequentially on the face of the ticket. An officer who completes a ticket at the scene of an alleged offense shall not be required to rewrite or type a new complaint as a condition of filing the ticket, unless the original complaint is illegible or does not state an offense. If a new complaint is executed, a copy shall be served upon defendant as soon as possible.

(D) Issuance of tickets to enforcement agency

The judge in a single-judge court, and the administrative judge in multi-judge courts, shall designate the issuing authority for tickets and prescribe the conditions of issuance and accountability. The issuing authority may be the clerk of the court, the violations clerk, or the enforcement agency of the municipality.

When a single enforcement agency, except the State Highway Patrol, regularly has cases in more than one court, the ticket used by the agency shall be issued through the court for adults in the most populous area in the jurisdiction of the agency. Tickets used by the State Highway Patrol shall be issued by the Superintendent of the State Highway Patrol.

(E) Duty of law enforcement officer

(1) A law enforcement officer who issues a ticket shall complete and sign the ticket, serve a copy of the completed ticket on the defendant, and, without unnecessary delay, file the court record with the court. If the issuing officer personally serves a copy of the completed ticket on the defendant, the issuing officer shall note the date of personal service on the ticket in the space provided. If the issuing officer is unable to serve a copy of the completed ticket on the defendant, the completed ticket may be served by another law enforcement officer of the law enforcement agency issuing the ticket or filed with the clerk of the court for issuance of a warrant or summons pursuant to Crim.R. 4. Tickets that solely allege one or more minor misdemeanor violations must initially be issued by summons.

(2) The officer shall notify defendant that if defendant does not appear at the time and place stated in the citation or comply with division (C) of section 2935.26 of the Revised Code, defendant's license will be cancelled, defendant will not be eligible for the reissuance of the license or the issuance of a new license for one year after cancellation, and defendant will be subject to any applicable criminal penalties.

(F) Use of electronically produced tickets

(1) Local rules adopted by a court pursuant to the Supreme Court Rules of Superintendence for the Courts of Ohio may provide for the use of a ticket that is produced by computer or other electronic means. A ticket produced by computer or other electronic means shall not require the signature of the defendant. A ticket produced by computer or other electronic means shall conform in all substantive respects to the "Ohio Uniform Traffic Ticket" set forth in the Appendix of Forms. The provisions of division (B) of this rule relative to the color and weight of paper, size, and method of binding shall not be applicable to a ticket that is produced by computer or other electronic means. The ticket paper shall be of sufficient quality to allow the court record copy to remain unchanged for the period of the retention schedule for the various traffic offenses as prescribed by Rule 11.33 of the Rules of Superintendence for the Courts of Ohio. The court record of the ticket shall be

filed with the court or may be filed electronically as authorized by local rule and division (F)(2) of this rule.

(2) Local rules adopted by a court pursuant to the Supreme Court Rules of Superintendence for the Courts of Ohio may also provide for the filing of the ticket by electronic means. If a ticket is issued at the scene of an alleged offense, the local rule shall require that the issuing officer serve the defendant with the defendant's paper copy of the ticket as required by division (E) of this rule. A law enforcement officer who files a ticket pursuant to divisions (F)(1) or (F)(2) of this rule and electronically affixes the officer's signature thereto, shall be considered to have certified the ticket and shall have the same rights, responsibilities, and liabilities as with all other tickets issued pursuant to these rules.

(G) Issuance of supplemental citation

When a clerk of courts is required by the Revised Code to issue a supplemental citation on a minor misdemeanor offense, notice of the supplemental citation may be executed via any of the following methods:

(1) Electronic mail if the clerk has been provided an electronic mail address for the offender by a law enforcement officer;

(2) SMS text messaging if the clerk has been provided a text address for the offender by a law enforcement officer;

(3) Any method for the service of a summons provided in Crim.R. 4;

(4) Regular United States mail.

Effective Date: January 1, 1975
Amended: August 4, 1980; February 26, 1990; November 28, 1990; June 1, 1992, February 1, 2002; October 1, 2006; May 1, 2008; January 1, 2010; January 1, 2014; July 1, 2014; July 1, 2026

Traffic Rules Review Commission
Commentary (February 1, 2002 Amendment)

The February 1, 2002 amendment added division (F) to authorize the use of traffic tickets that are produced by computer or other electronic means and the adoption of local rules relative to the electronic filing of traffic tickets. The intent of division (F)(1) is to retain the uniform substance of traffic tickets produced by jurisdictions throughout Ohio from the standpoint of the layout and content of the ticket, but recognize that electronically generated tickets need not comply with certain requirements applicable to traditional printed forms of traffic tickets. In developing electronic traffic tickets, courts, clerks, and law enforcement agencies should ensure that the electronic ticket comports as closely as possible to the Uniform Traffic Ticket contained in the Appendix of Forms

The amendment to add division (F)(2) is based on a recommendation from the Digital Signatures Committee of the Ohio Judicial Conference. The amendment authorizes the adoption of local rules, consistent with standards contained in the Rules of Superintendence, relative to the electronic filing of traffic

tickets. The amendment requires that the defendant be provided a paper copy of the ticket and states the issuing officer's responsibility with respect to issuance of an electronically filed ticket.

Traffic Rules Review Commission
Commentary (October 1, 2006 Amendment)

The October 1, 2006 amendment added language to division (E)(1) to provide an alternative means of serving the defendant with a completed traffic ticket. At least one trial court and three courts of appeal have held that former Traf.R. 3(E) and the Uniform Traffic Ticket, when read together, require a law enforcement officer who issues a traffic citation to personally serve the defendant with a copy of the citation. See *Akron v. Detweiler* (1978), 54 Ohio Misc. 5, 6; *Oregon v. Fox* (Jan. 21, 1983), Lucas App. No. L-82-317; *State v. Campbell*, 150 Ohio App. 3d 90, 2002-Ohio-6064; and *Columbus v. Ford*, 2004-Ohio-5715. Although personal service is easily accomplished when a typical traffic citation is issued, compliance is difficult in "hit-skip" cases and other situations where the offender is not cited at the time of the violation or in cases where the defendant resides outside the jurisdiction in which the offense occurred.

The amendment to division (E)(1) retains the requirement that the issuing officer serve the ticket and, together with the Uniform Traffic Ticket, contemplates that service will be made personally in the majority of cases by the issuing officer. However, if the issuing officer is unable to personally serve the ticket on the defendant, service may be accomplished through issuance of a warrant or summons pursuant to Rule 4 of the Ohio Rules of Criminal Procedure.

Staff Note (January 1, 2014 Amendment)

The amendments to division (F)(1) and (2) are intended to clarify the signature requirements for the electronic filing of traffic tickets yet retain the uniform substance of the tickets. Although the amendments make it clear that the signature of the defendant is not necessary, the amendment to division (F)(2) added language setting forth the law enforcement officer's signature obligation. The phrase "electronically affixes the officer's signature thereto" may include a cursive signature, officer's unit number, or a typed name applied by computer or other electronic means.

RULE 4. Bail and Security.

(A) Posting of bail; depositing of security

The posting of bail or the depositing of security is for the purpose of securing appearance or compliance with R.C. 2935.26(C). The forfeiture of the bail or security may be a substitute for appearance in court, compliance with R.C. 2935.26(C), and payment of penalty imposed on a finding of guilt, with consent of all parties.

(B) Bail and security procedure

The provisions of R.C. 2935.27 apply in traffic cases.

Effective: January 1, 1975
Amended: August 4, 1980; January 1, 2010; January 1, 2026

RULE 5. Joinder of Offense and Defendants; Consolidation for Trial; Relief [From] Prejudicial Joinder.

Criminal Rules 8, 13 and 14 govern joinder of offenses and defendants, consolidation of cases for trial and relief from prejudicial joinder in traffic cases.

Effective Date: January 1, 1975

RULE 6. Summons, Warrants: Form, Service and Execution.

(A) Form

The form of summons and warrants, other than the ticket, shall be as prescribed in Criminal Rule 4.

(B) Service and execution

Summons, other than the ticket, and warrants shall be served and executed as prescribed by Criminal Rule 4.

Effective Date: January 1, 1975

RULE 7. Procedure upon Failure to Appear.

(A) Issuance of supplemental citation, license forfeiture, summons, or warrant

(1) Minor misdemeanor offenses

When a defendant fails to appear after being issued a ticket for any minor misdemeanor offense and fails to comply with R.C. 2935.26(C), the court must issue a supplemental citation under R.C. 2935.26(F) and, if applicable, shall declare the forfeiture of the person's license under R.C. 2935.27(D).

(a) Supplemental Citation: If 30 days after issuing the supplemental citation the defendant still fails to appear and does not comply with R.C. 2935.26(C), the court may issue a summons or warrant.

(b) License Forfeiture: After the court declares a license forfeiture, a defendant has up to 30 days to take corrective action by either appearing on the charge or complying with the plea and payment requirements of R.C. 2935.26(C). If the defendant fails to do so, the court shall forward a copy of the declaration of forfeiture to the Registrar of the Motor Vehicles for cancellation in accordance with R.C. 2935.27(D). If the defendant later appears to answer the charge, the court shall inform the registrar of the termination of the forfeiture in accord with R.C. 2935.27(D).

(2) Other misdemeanor offenses

When a defendant fails to appear after being issued a ticket for any misdemeanor offense, other than a minor misdemeanor, the court may issue a supplemental summons, warrant, or license forfeiture in accordance with R.C. 4510.22.

(3) Time and Reporting

If a supplemental summons is not served or a warrant is not executed within 28 days of receipt by the serving officer, the court may place the case in a file of cases disposed of subject to being reopened. Where bond is forfeited, the disposition shall be reported to the Registrar of Motor Vehicles. For all other purposes, including disposition reports, the cases shall be reported as disposed of, subject to being reopened if defendant subsequently appears or is apprehended.

(B) Effect of waiting periods and bail forfeiture

The waiting period prescribed in division (A) does not affect forfeiture of bail.

If there is a breach of a condition of bail, the court shall declare a forfeiture of bail. Forfeiture proceedings shall be promptly enforced as provided by law.

If a defendant deposits a sum of money or other security with the court, the deposit immediately shall be forfeited to the court if the defendant fails to appear or comply with division (C) of section 2935.26 of the Revised Code.

Effective Date: January 1, 1975
Amended: August 4, 1980; November 28, 1990; July 1, 2026

RULE 8. Arraignment.

(A) Arraignment time

Where practicable, every defendant shall be arraigned before contested matters are taken up. Trial may be conducted immediately following arraignment.

(B) Arraignment procedure

Arraignment shall be conducted in open court and shall consist of reading the complaint to the defendant, or stating to the defendant the substance of the charge, and calling on the defendant to plead thereto. The defendant shall be given a copy of the complaint, or shall acknowledge receipt thereof, before being called upon to plead and may in open court waive the reading of the complaint.

(C) Presence of defendant

The defendant must be present at the arraignment, but the court may allow the defendant to enter a not guilty plea at the clerk's office in person, or by electronic transmission as approved by the court, by the defendant's attorney in person, or by the defendant's attorney by mail, within ten days after receipt of the ticket by the defendant.

(D) Explanation of rights

Before calling upon a defendant to plead at arraignment the judge shall cause the defendant to be informed and shall determine that the defendant knows and understands:

(1) That the defendant has a right to counsel and the right to a reasonable continuance in the proceedings to secure counsel, and, pursuant to Crim.R. 44, the right to have counsel assigned without cost to defendant if defendant is unable to employ counsel;

(2) That defendant has a right to bail as provided in Rule 4;

(3) That defendant need make no statement at any point in the proceeding; but any statement made may be used against the defendant;

(4) That defendant has, where such right exists, a right to jury trial and that the defendant must, in petty offense cases, make a demand for a jury pursuant to Crim.R. 23;

(5) That if defendant is convicted a record of the conviction will be sent to the Bureau of Motor Vehicles and become part of defendant's driving record.

(E) Joint arraignment

If there are multiple defendants to be arraigned, the judge may advise, or cause them to be advised, of their rights by general announcement.

Effective Date: January 1, 1975
Amended: July 1, 2022

RULE 9. Jury Demand.

(A) Jury demand

Jury demands shall be made pursuant to Criminal Rule 23.

(B) Jury demands in mayor's court

Where, in a mayor's court, a defendant is entitled to a jury trial and a jury demand is made pursuant to Criminal Rule 23, the mayor shall transfer the case pursuant to subdivision (C).

If a jury demand is not made pursuant to Criminal Rule 23, and the defendant waives his right to jury trial in writing, a mayor may try the case if (1) his compensation as a judge is not directly dependent upon criminal case convictions, or (2) he is not the chief executive and administrative officer of the municipality and as such responsible for the financial condition of the municipality. Guilty and no contest pleas may be taken by any mayor, including mayors whose compensation as a judge is directly dependent upon criminal case convictions and mayors who as chief executive and administrative officer of the municipality are responsible for the financial condition of the municipality.

(C) Transfer

Where transfer is required, the mayor's court shall make a written order directing the defendant to appear at the transferee court, continuing the same bail, if any, and making appearance before the transferee court a condition of bail, if any. Upon transfer, the mayor's court shall transmit to the clerk of the transferee court the ticket and all other papers in the case, and any bail taken in the case.

Upon receipt of such papers the clerk of the transferee court shall set the case for trial and shall notify the defendant by ordinary mail of his trial date.

Effective Date: January 1, 1975

RULE 10. Pleas; Rights upon Plea.

(A) Pleas

A defendant may plead not guilty, guilty or, with the consent of the court, no contest. All pleas may be made orally. If a defendant refuses to plead, the court shall enter a plea of not guilty on behalf of the defendant.

(B) Effect of guilty or no contest pleas

With reference to the offense or offenses to which the plea is entered:

(1) The plea of guilty is a complete admission of the defendant's guilt.

(2) The plea of no contest is not an admission of defendant's guilt, but is an admission of the truth of the facts alleged in the complaint and such plea or admission shall not be used against the defendant in any subsequent civil or criminal proceeding.

(3) When a plea of guilty or no contest is accepted pursuant to this rule, the court shall proceed with sentencing under Criminal Rule 32.

(C) Misdemeanor cases involving serious offenses

In misdemeanor cases involving serious offenses, the court may refuse to accept a plea of guilty or no contest and shall not accept such plea without first addressing the defendant personally and informing him of the effect of the pleas of guilty, no contest, and not guilty and determining that he is making the plea voluntarily. Where the defendant is unrepresented by counsel, the court shall not accept a plea of guilty or no contest unless the defendant, after being readvised that he has the right to be represented by retained counsel, or pursuant to Criminal Rule 44 by appointed counsel, waives this right.

(D) Misdemeanor cases involving petty offenses

In misdemeanor cases involving petty offenses, except those processed in a traffic violations bureau, the court may refuse to accept a plea of guilty or no contest and shall not accept such pleas without first informing the defendant of the effect of the plea of guilty, no contest, and not guilty. This information may be presented by general orientation or pronouncement.

The counsel provisions of Criminal Rule 44(B), (C) and (D) apply to this subdivision.

(E) Refusal of court to accept plea

If the court refuses to accept a plea of guilty or no contest, the court shall enter a plea of not guilty on behalf of the defendant. In such cases neither plea shall be admissible in

evidence nor be the subject of comment by the prosecuting attorney or court.

(F) Immediate trial

Upon written consent of defendant and the prosecuting attorney, trial may be conducted immediately after the acceptance of a plea at arraignment. If the defendant seeks a continuance, or demands a jury trial where such right exists, the court shall cause the case to be set for trial.

Effective Date: January 1, 1975
Amended: January 1, 2010

RULE 11. Pleadings and Motions before Plea and Trial: Defenses and Objections.

(A) Pleadings and motions

Pleadings in traffic cases shall be the complaint, the pleas of not guilty, guilty, and no contest. Defenses and objections shall be raised before plea and trial by motion to dismiss or to grant appropriate relief.

(B) Motions before plea and trial

Any defense, objection, or request which is capable of determination without the trial of the general issue may be raised before plea or trial by motion.

(1) The following defenses and objections may be raised before plea, but not later than trial:

(a) Defenses and objections based on defects in the institution of the prosecution;

(b) Defenses and objections based on defects in the complaint other than failure to show jurisdiction in the court or to charge an offense, which objections shall be noticed by the court at any time during the pendency of the proceeding.

(2) The following motions and requests must be made before trial:

(a) Motions to suppress evidence, including but not limited to identification testimony, on the ground that it was illegally obtained;

(b) Requests and motions for discovery under Criminal Rule 16;

(c) Motions for severance of charges or defendants under Criminal Rule 14.

(C) Motion date

Pre-plea motions may be made before or at arraignment.

All pretrial motions, except as provided in Criminal Rule 16(M), shall be made within thirty-five days after arraignment or seven days before trial, whichever is earlier. The court, in the interest of justice, may extend the time for making pre-plea or pretrial motions.

(D) Disclosure of evidence by prosecuting attorney

At the arraignment, or as soon thereafter as is practicable, the defendant may, in order to

raise objections prior to trial under subsection (B)(2), request notice of the prosecuting attorney's intention to use evidence in chief at trial, which evidence the defendant is entitled to discover under Criminal Rule 16.

(E) Ruling on motion

A motion made before trial, other than a motion for change of venue, shall be timely determined before trial. Where factual issues are involved in determining a motion, the court shall state its essential findings on the record.

(F) Effect of failure to raise defenses or objections

Failure by the defendant to raise defenses or objections or to make motions and requests which must be made prior to plea, trial, or at the time set by the court pursuant to subdivision (C), or prior to any extension thereof made by the court, shall constitute waiver thereof, but the court for good cause shown may grant relief from the waiver.

(G) Effect of plea of no contest

The plea of no contest does not preclude a defendant from asserting upon appeal that the trial court prejudicially erred in ruling on a pretrial motion, including a pretrial motion to suppress evidence.

(H) Effect of determination

If the court grants a motion to dismiss based on a defect in the institution of the prosecution or in the complaint, the court shall dismiss the case unless the prosecuting attorney can, pursuant to Criminal Rule 7(D), amend the complaint.

(I) State's right of appeal

The state may take an appeal in traffic cases pursuant to Criminal Rule 12(K).

Effective Date: January 1, 1975
Amended: February 1, 2008; July 1, 2011; July 1, 2022

Traffic Rules Review Commission
Commentary (February 1, 2008 Amendment)

The February 1, 2008 amendment to division (I) corrects an inaccurate reference in the previous version of the rule to Criminal Rule 12(J). The previous division (I) expressly limited the state's right of appeal to two types of cases under Traffic Rule 13(B)(1) & (3). Such a limitation precluded the state from seeking review of adverse rulings on evidentiary matters in all first and second offense OVI cases and, arguably third OVI case in municipal court. The amendment, in applying the Criminal Rule 12(K) standard, promotes uniformity in addressing the state's right of appeal in all traffic cases.

RULE 12. Receipt of Guilty or No Contest Plea.

The pleas of guilty and no contest shall be received only by personal appearance of the defendant in open court, except that, the plea of guilty may be received in accordance with Rule 13 at a regularly established traffic violations bureau, or by plea in absentia presented in proper written form with leave of court, and in open court with the prosecutor participating. Pleas in absentia may be taken on charges involving operation of a motor vehicle in violation of section 4511.19 of the Revised Code or any substantially similar municipal ordinance with consent of the prosecutor. The plea in absentia shall contain a rights waiver, acknowledgement of penalties, and the defendant's signature.

The receipt of a plea contrary to the provisions of these rules is forbidden.

Effective Date: January 1, 1975
Amended: January 1, 2010

RULE 13. Traffic Violations Bureau.

(A) Establishment and operation of traffic violations bureau

Each court shall establish a traffic violations bureau. The juvenile division of the court of common pleas may establish a violations bureau pursuant to Traffic Rule 13.1. The court shall appoint its clerk as violations clerk. If there is no clerk, the court shall appoint any appropriate person of the municipality or county in which the court sits. The violations bureau and violations clerk shall be under the direction and control of the court. Fines and costs shall be paid to, receipted by, and accounted for by the violations clerk.

The violations bureau shall accept appearance, waiver of trial, plea of guilty, and payment of fine and costs for offenses within its authority.

(B) Authority of violations bureau

All traffic offenses except those listed in this division may be disposed of by a traffic violations bureau. The following traffic offenses shall not be processed by a traffic violations bureau:

(1) Indictable offenses;

(2) Operating a motor vehicle while under the influence of alcohol or any drug of abuse;

(3) Having physical control of a vehicle while under the influence of alcohol or any drug of abuse;

(4) Operating a vehicle on roadway covered by water;

(5) Leaving the scene of an accident;

(6) Driving while under suspension or revocation of a driver's or commercial driver’s license when jail is a possible penalty;

(7) Driving without being licensed to drive when jail is a possible penalty;

(8) A third moving traffic offense within a twelve-month period when jail is a possible penalty;

(9) Failure to stop and remain standing upon meeting or overtaking a school bus stopped on the highway for the purpose of receiving or discharging a school child;

(10) Willfully eluding or fleeing a police officer;

(11) Drag racing.

(C) Schedule of fines

The court shall establish and publish a schedule of fines and costs for all offenses. The schedule shall be distributed to all law enforcement agencies operating within the jurisdiction of the court and shall be prominently displayed at the place in the violations bureau where fines are paid.

(D) Defendant's plea, waiver of trial, and payment

(1) At any time prior to arraignment or thereafter with leave of court, a defendant charged with an offense that can be processed by a traffic violations bureau may do either of the following:

(a) Appear in person at the traffic violations bureau, sign a plea of guilty and waiver of trial provision of the ticket, and either pay the total amount of the fine and costs or enter into an installment payment plan with the clerk of court or violations clerk stated in the ticket;

(b) Sign the guilty plea and waiver of trial provision of the ticket and mail the ticket and a check or money order for the total amount of the fine and costs to the clerk of court or violations clerk stated in the ticket.

(2) A court may establish a procedure for accepting, through its traffic violations bureau, guilty pleas, waivers of trial, and payments of fines and costs by telephone or other electronic means. The form of payment accepted by telephone or other electronic means shall be approved by the bureau.

(3) Remittance of the fine and costs to the traffic violations bureau by any means other than personal appearance by the defendant at the bureau constitutes a guilty plea and waiver of trial whether or not the guilty plea and waiver of trial provision of the ticket are signed by the defendant.

(E) Records

All cases processed in the violations bureau shall be numbered and recorded for identification and statistical purposes. In any statistical reports required by law, the number of cases disposed of by the violations bureau shall be listed separately from those disposed of in open court.

(F) Hours of operation; personnel

The court shall appoint a law enforcement officer as a deputy violations bureau clerk to act as violations clerk when the violations clerk is not on duty.

Effective Date: January 1, 1975
Amended: August 4, 1980; February 26, 1990; November 1, 1994; July 1, 1997; May 3, 1999, February 1, 2002; January 1, 2010; July 1, 2011; February 1, 2012; July 1, 2026

Traffic Rules Review Commission
Commentary (February 1, 2002 Amendment)

The February 1, 2002 amendment to division (A) authorizes the establishment of a juvenile violations bureau in the court of common pleas. For additional background, see the commentary accompanying the February 1, 2002 amendment to Traffic Rule 13.1.

RULE 13.1. Juvenile Traffic Violations Bureau.

(A) By local rule of court, the juvenile division of the court of common pleas may establish a violations bureau for juvenile traffic offenders. Except as provided in division (B) of this rule, a juvenile traffic violations bureau shall function in the same manner as a violations bureau established pursuant to Traffic Rule 13.

(B) All juvenile traffic offenses may be disposed of by a violations bureau, except as follows:

(1) An offense listed in Traffic Rule 13(B)(1) to (5) and (7) to (9);

(2) A second or subsequent moving offense;

(3) An offense that involves an accident.

Traffic Rules Review Commission
Commentary (February 1, 2002 Amendment)

In Section 7 of Amended Substitute Senate Bill 179 of the 123rd General Assembly, the General Assembly recommended that the Supreme Court authorize the juvenile division of the court of common pleas "to create violations bureaus for the payment of tickets that involve first offense minor misdemeanor traffic offenses that did not result in an accident." This rule implements this recommendation by allowing juvenile violations bureaus to be created by local rule of court. The rule provides that the procedures established for adult violations bureaus under Traffic Rule 13 apply to juvenile violations bureaus and lists offenses committed by a juvenile traffic offender that cannot be disposed of by the bureau.

RULE 14. Magistrates.

(A) A court may appoint one or more magistrates for the purpose of receiving pleas, determining guilt or innocence, receiving statements in explanation and in mitigation of sentence, and recommending penalty to be imposed. A magistrate shall have been engaged in the practice of law for at least four years and be in good standing with the Supreme Court of Ohio at the time of appointment. A magistrate shall be provided with court room accommodations resembling as nearly as possible traffic court rooms.

(B) A court may refer nonjury traffic cases to a magistrate. If the offense charged is an offense for which imprisonment is a possible penalty, the case may be referred only with the unanimous consent of the parties, in writing or on the record in open court. The consent of an alleged juvenile traffic offender or his or her parent, guardian, or custodian shall not be required.

(C) Proceedings before the magistrate shall be conducted as provided in Criminal Rule 19. A defendant's payment of a fine does not constitute a waiver of the defendant's right to file objections to the magistrate's decision.

Effective Date: January 1, 1975
Amended: September 1, 1996; February 1, 2002; October 1, 2006; July 1, 2011

Traffic Rules Review Commission
Commentary (February 1, 2002 Amendment)

The February 1, 2002 amendment conforms the authority of traffic court magistrates to that of criminal magistrates contained in Criminal Rule 19, as amended effective July 1, 2000. Division (A) retains language of the rule as it existed prior to the amendment and adds that a traffic court magistrate may determine issues of guilt or innocence.

Division (B) specifies that any nonjury traffic case, including those involving an alleged juvenile traffic offender, may be referred to a magistrate, removing any references to the consent of the parties that was contained in the prior rule. In cases where imprisonment, as defined in R.C. 1.05, is a possible penalty, the case may be heard by a magistrate only with the written consent of the parties.

Reference to Civil Rule 53 has been replaced with a requirement that proceedings before a traffic magistrate will be conducted in accordance with Criminal Rule 19. The rule also states that the payment of a fine by the defendant does not constitute a waiver of the defendant's right to object to the decision of the magistrate.

Traffic Rules Review Commission
Commentary (October 1, 2006 Amendment)

The October 1, 2006 amendment altered the cross-reference to Criminal Rule 19 to conform to the July 1, 2006 amendments to Criminal Rule 19.

RULE 15. [RESERVED].

Traffic Rules Review Commission
Commentary (October 1, 2006 Amendment)

The October 1, 2006 amendment repealed former Traf.R. 15. Division (A) of that rule authorized contempt proceedings before the Supreme Court against any judge, clerk, or other personnel who willfully failed to apply or adhere to the Ohio Traffic Rules. This provision is deemed unnecessary since a party may object to or raise on appeal a court's noncompliance with the Ohio Traffic Rules or application of local rules that are inconsistent with the Ohio Traffic Rules.

Division (B) of former Traf.R. 15 authorized the institution of criminal contempt proceedings against any person who improperly disposed of a traffic ticket. This provision is deemed unnecessary in light of the existence of statutes that would allow for the imposition of criminal penalties against a person who improperly disposes of a traffic ticket.

RULE 16. **Judicial Conduct.**

It shall be the obligation of each mayor to conduct court and any professional and personal relationships in accordance with the same standards as are required of judges of courts of record. Mayors shall comply with Mayor's Court Education and Procedure Rules 3(A)(1)(f) and 4(A)(1)(h).

Effective Date: January 1, 1975
Amended: February 1, 2002; July 1, 2017

Traffic Rules Review Commission
Commentary (February 1, 2002 Amendment)

The amendment conforms the rule to the Compliance Provision of the Code of Judicial Conduct, which specifies that the Code applies to any person, "* * * whether or not a lawyer, who is an officer of a judicial system performing judicial functions * * *."

RULE 17. Traffic Case Scheduling.

(A) Arraignment and trial by traffic division

Where a court sits in divisions and one division is designated as traffic court, all traffic defendants shall, where practicable, be arraigned and tried in such division.

(B) Arraignment and trial by traffic session

Where a court not sitting in separate divisions designates a particular session as a traffic session, traffic defendants shall, where practicable, be arraigned and tried at such session.

(C) Single-judge courts

In single-judge courts, traffic cases shall, where practicable, be called before nontraffic cases. Uncontested traffic cases shall be disposed of first and contested cases scheduled for later hearing.

Effective Date: January 1, 1975
Amended: January 1, 2010

RULE 18. Continuances.

Continuances shall be granted only upon a written motion which states the grounds for the requested continuance.

When a court grants a continuance, it shall set a definite date for the hearing or trial.

Effective Date: January 1, 1975

RULE 19. Rule of Court.

The expression "rule of court" as used in these rules means a rule promulgated by the Supreme Court or a rule concerning local practice adopted by another court and filed with the Supreme Court. Local rules shall be supplementary to and consistent with these rules. Each court shall publish its local rules, distribute them within its jurisdiction, and keep copies for inspection.

Effective Date: January 1, 1975

RULE 20. Procedure not Otherwise Specified.

If no procedure is specifically prescribed by these rules, the Rules of Criminal Procedure and the applicable law apply.

Effective Date: January 1, 1975

RULE 21. Forms.

The forms contained in the Appendix of Forms are mandatory, except that additional copies of any portions of the ticket may be made. The reverse of the enforcement agency record shall be in the form prescribed by the issuing authority.

Effective Date: January 1, 1975

RULE 22. [Reserved].

(Former Rule 22 entitled Review Commission was repealed effective January 1, 2006. The functions of the Review Commission were transferred to the Supreme Court Commission on the Rules of Practice and Procedure on that date.)

RULE 23. Title.

These rules shall be known as the Ohio Traffic Rules and may be cited as "Traffic Rules" or "Traf.R. __."

Effective Date: January 1, 1975

RULE 24. Effective Date.

(A) Original rules

The Ohio Traffic Rules originally took effect on January 1, 1975, pursuant to R.C. 2935.17 and R.C. 2937.46. Some rules have been amended in succeeding years in accord with the aforementioned statutes.

(B) Use of tickets conforming to prior rules

Paper tickets conforming to prior rules may be used after the effective date of amendments to such rules to exhaust inventories, but issuing authorities must order new supplies of tickets which fully comply with effective amendments. Electronic tickets shall be updated as promptly as possible to comply with effective amendments.

(C) Effective date of amendments

Amendments to these rules and the Uniform Traffic Ticket adopted by the Supreme Court shall take effect following adoption. They shall govern all proceedings in actions brought after they take effect and also all further proceedings in actions then pending, except to the extent that their application in a particular action pending when the amendments take effect would not be feasible or would work injustice, in which event the former procedure applies.

Effective Date: January 1, 1975; July 1, 2025

TEMPORARY PROVISION

Notwithstanding Traffic Rule 3, the Bowling Green Municipal Court is authorized to develop and use a modified version of the Uniform Traffic Ticket in all moving traffic cases. The modified version of the Uniform Traffic Ticket shall be used by the Bowling Green Municipal Court beginning on a date not later than three months from October 21, 1991 and its use shall terminate one year from the date on which it is first used. As used in the Ohio Traffic Rules and defined by Traffic Rule 2, "traffic ticket" shall include the modified version of the Uniform Traffic Ticket in all moving traffic developed and used by the Bowling Green Municipal Court pursuant to this provision.

Effective Date: October 21, 1991

TEMPORARY PROVISION

Notwithstanding Traffic Rule 3, the Akron Municipal Court, Berea Municipal Court, Licking County Municipal Court, Newton Falls Municipal Court, Parma Municipal Court, Brown County Court, Broadview Heights Mayor's Court, Moraine Mayor's Court, North Royalton Mayor's Court, and the Ohio Highway Patrol are authorized to use the modified version of the Uniform Traffic Ticket approved by the Supreme Court Traffic Rules Review Commission in all moving traffic cases. The modified version of the Uniform Traffic Ticket shall be used by these courts and the Highway Patrol beginning on a date no earlier than April 1, 1996. The use of the modified Uniform Traffic Ticket shall continue for a period of six months from the date on which it is first used in the individual courts or by the Highway Patrol. As used in the Ohio Traffic Rules and defined by Traffic Rule 2, "traffic ticket" shall include the modified version of the Uniform Traffic Ticket used pursuant to this provision.

Effective Date: April 1, 1996

TEMPORARY PROVISION

A law enforcement officer who issues an automated traffic ticket is considered to have signed the ticket, for purposes of Traffic Rule 3(E), if the issuing officer properly authorizes the appearance of his or her facsimile signature on the ticket.

For purposes of this Temporary Provision:

(A) "Automated traffic ticket" means the computerized traffic citation developed by the Office of Criminal Justice Services, Ohio Highway Patrol, and local law enforcement agencies and courts and being used on a pilot project basis by the Licking County Sheriff's Office, Newark Police Department, Heath Police Department, Licking County Municipal Court, Circleville Police Department, Pickaway County Sheriff's Office, Circleville Municipal Court, the Circleville Post of the Ohio Highway Patrol, the Newark Post of the Ohio Highway Patrol, and the General Headquarters of the Ohio Highway Patrol.

(B) "Properly authorizes" means the issuing officer uses a secure password, in the manner demonstrated to the Traffic Rules Review Commission at its December 18, 1998 meeting, that, when entered, allows an electronic version of the his or her signature to appear on the automated traffic ticket and on any printed version of that ticket.

Effective Date: January 12, 1999

Uniform Traffic Ticket (MUTT)

TO DEFENDANT: SUMMONS YOU ARE **SUMMONED** AND **ORDERED TO APPEAR**

ON_____ AT_____ IN_____COURT

AT_____, _____COUNTY, OHIO

☐ CITY ☐ VILLAGE ☐ TOWNSHIP

PERSONAL APPEARANCE *REQUIRED*: ☐ YES ☐ NO | **If you fail to appear** at this time and place you may be arrested or your license may be cancelled.

TICKET#_____ CASE#_____ REFERENCE#_____

NAME_____

STREET, CITY_____

COUNTY, STATE, ZIP_____

PHONE#_____ TEXT/PHONE NOTIFICATION APPROVED? ☐ YES ☐ NO

OPERATOR LICENSE / STATE ID# ☐ NONE*	BIRTH DATE	ISSUE DATE	STATE
	/ /	/ /	

* IF NO OL/STATE ID; *REQUIRED* DOCUMENTATION ATTACHED: ☐ YES

CLASS	EXPIRES	ENDORSEMENT(s)/RESTRICTION(s)	SS# *(last 4 digits)*
	/ /	☐ CDL ☐ MC ☐ OTHER:	

SEX	HEIGHT	WEIGHT	EYES	HAIR	RACE	FINANCIAL RESPONSIBILITY PROOF?
						☐ YES ☐ NO ☐ N/A

TO DEFENDANT: COMPLAINT ON___/___/___ AT_____AM/PM, YOU

Operated/Passenger/Parked/Walked a ☐ PASSENGER ☐ MOTORCYCLE ☐ BICYCLE ☐ OTHER:_____

☐ COMMERCIAL DOT#_____ ☐ ≥26,001 LBS. ☐ <16 PASS. BUS ☐ ≥16 PASS. BUS ☐ HAZ. MAT.

VEHICLE: YEAR_____ MAKE_____ MODEL_____

COLOR_____ LICENSE #_____ STATE_____

UPON A PUBLIC HIGHWAY, NAMELY_____ DIRECTION_____

AT/NEAR_____ (M.P.)

IN THE _____OF_____ IN_____

COUNTY #:_____ STATE OF OHIO AND COMMITTED THE FOLLOWING OFFENSE(S).

☐ **SPEED:** _____MPH IN _____MPH ZONE — ☐ ORC ☐ ORD ☐ T.P.
☐ OVER LIMITS ☐ UNSAFE FOR CONDITIONS ☐ ACDA
☐ RADAR ☐ AIR ☐ VASCAR ☐ PACE ☐ LASER ☐ STATIONARY ☐ MOVING

☐ **OVI:** ☐ UNDER THE INFLUENCE OF ALCOHOL/DRUG OF ABUSE. — ☐ ORC ☐ ORD ☐ T.P.
☐ IN PHYSICAL CONTROL OF VEHICLE.
☐ PROHIBITED BLOOD ALCOHOL CONCENTRATION. _____ BAC
☐ BLOOD ☐ BREATH ☐ URINE ☐ REFUSED
PRIOR OVIs: # OF PRIOR OVIs | YEARS OF PRIOR OVIs

☐ **DRIVER LICENSE:** ☐ NONE ☐ NOT ON PERSON ☐ REVOKED ☐ SUSPENDED — ☐ ORC ☐ ORD ☐ T.P.
EXPIRED: ☐ <6 MONTHS ☐ >6 MONTHS ☐ FAILURE TO REINSTATE
SUSPENSION TYPE:_____

☐ **SAFETY BELT:** FAILURE TO WEAR — ☐ ORC ☐ ORD ☐ T.P.
☐ DRIVER ☐ PASSENGER ☐ CHILD RESTRAINT ☐ BOOSTER SEAT

☐ **OTHER OFFENSE:** _____ — ☐ ORC ☐ ORD ☐ T.P.

☐ **DRIVER LICENSE HELD** ☐ **VEHICLE SEIZED** ☐ **JUVENILE TRAFFIC OFFENDER**
☐ **DISTRACTED DRIVING PENALTY ENHANCEMENT APPLIES** (REMARKS *REQUIRED*)

PAVEMENT: ☐ DRY ☐ WET ☐ SNOW ☐ ICE # OF LANES_____
VISIBILITY: ☐ CLEAR ☐ CLOUDY ☐ DUSK ☐ NIGHT ☐ DAWN — ☐ A/V
WEATHER: ☐ RAIN ☐ SNOW ☐ FOG ☐ NO ADVERSE — ☐ CONSTRUCTION ZONE
TRAFFIC: ☐ HEAVY ☐ MODERATE ☐ LIGHT ☐ NONE — ☐ WORKERS PRESENT
AREA: ☐ BUSINESS ☐ FREEWAY ☐ INDUSTRIAL ☐ RESIDENTIAL ☐ RURAL ☐ SCHOOL
CRASH: ☐ **YES** ☐ NO ☐ ALMOST CAUSED ☐ NON-INJURY ☐ **INJURY** ☐ **FATAL**
CRASH REPORT #
REMARKS:

ACCOMPANYING CRIMINAL CHARGE(s): ☐ YES ☐ NO TOTAL # OFFENSES: _____

This summons served personally on the defendant on___/___/___
The issuing/charging law enforcement officer states under the penalties of perjury and falsification that he/she has read the above complaint and that it is true.

COURT CODE	UNIT	POST	DISTRICT

_____
CHARGING LAW ENFORCEMENT OFFICER

_____ ☐ **SAME AS ABOVE**
ISSUING LAW ENFORCEMENT OFFICER

ISSUING OFFICER: **VERIFY DEFENDANT'S ADDRESS.** IF DIFFERENT FROM LICENSE ADDRESS, WRITE CURRENT ADDRESS IN SPACE PROVIDED.

OHP 0060 01/20 HP7 110-0060-00 [760-0807] **COURT RECORD**

CURRENT ADDRESS

SIGNATURE X

CO. RES.

PHONE ( )

DOCKET #_____ PAGE # _____ CASE #_____

DEFENDANT'S ATTORNEY_____
NAME / ADDRESS / TELEPHONE

IF JUVENILE, PARENTS' NAMES_____

PHONE#_____

GRADE_____ SCHOOL_____

DATE	COURT ACTION: ORDERS
	BAIL
	☐ **No Bail** - Defendant cited and released.
	☐ **Bail** in the amount of $_____ set by Judge pursuant to bail schedule.
BOND AMOUNT	**BOND TYPE**
$_____	☐ Cash ☐ Personal ☐ 10% ☐ AAA/Insurance Bond ☐ Unsecured ☐ Surety ☐ OL Held ☐ Other _____

DEPOSITOR: _____
NAME / ADDRESS / TELEPHONE

☐ Defendant released upon execution of Bail, as noted:_____ See Bond Forms – received by:_____

CONTINUANCE Requester:	New **DATE:**
CONTINUANCE Reason:_____	
☐ Defendant Failed to Appear	
☐ Order Supplemental Summons to New Date	
☐ Order Operator's License Forfeiture ☐ Bond Forfeiture	
☐ Order Warrant: Bond amount $_____	
☐ Summons Issued — Served **DATE**:	
☐ Warrant Issued — Executed **DATE**:	

_____ / / /
Judge/Magistrate **DATE**

COURT ENTRY

Defendant present with/without Counsel. All rights pursuant to Criminal Rules 10 & 11, Traffic Rules 8 & 10 explained.

	COUNT					
	SPEED	**OVI**	**LICENSE**	**SEATBELT**		
Initial Plea						
Trial Date						
Finding						
Fine $						
Costs $						
Jailtime (days)						
SUSPENDED						
Fines $						
Costs $						
Jailtime (days)						

ADDITIONAL ORDERS

☐ **If OVI conviction:** 72 hour program permitted in lieu of jail.

☐ Defendant's License is **SUSPENDED** for _____ days / month(s) / year(s), which shall commence_____ on and end on_____

☐ Defendant is granted **Limited Driving Privileges** as follows, effective:_____

☐ Defendant to pay fines on **Payment Program** – see separate entry.

☐ If **WAIVERED**: ☐ **MET** Requirements of Waiver ☐ **PAID** Fines and Costs ☐ **ACCEPTED** Guilty Plea(s)
☐ **MADE** Guilty Finding(s). Imposed Fines and Costs noted below.

_____ / / /
Judge/Magistrate **DATE**

FOR CLERK'S USE	COUNT					
	SPEED	**OVI**	**LICENSE**	**SEATBELT**		
FINES $						
COSTS-Local $						
COSTS-State $						
TOTAL $						
RECEIPT #(s)						

☐ If **WAIVERED**: Guilty Plea(s), Waiver(s) and Payments made: ☐ In Person ☐ By Mail
Receipt supplied to defendant: ☐ In Person ☐ Check is receipt ☐ By Mail via USPS First Class Letter Rate mail to Defendant's current address.
Waiver reviewed, found to be correct, and approved.

☐ Financial Responsibility PROOF SHOWN
☐ NO Financial Responsibility PROOF: Clerk to notify BMV
☐ Financial Responsibility PROOF NOT APPLICABLE

_____
Clerk / Violations Clerk / Deputy Clerk

/ / **DATE** Abstract Mailed to BMV

/ / **DATE** Mayor's Court Transfer/Notice of Appeal

TICKET#_____

TO DEFENDANT: SUMMONS YOU ARE **SUMMONED** AND **ORDERED TO APPEAR**

ON_____ AT_____ IN_____ COURT

AT_____, _____ COUNTY, OHIO

☐ CITY ☐ VILLAGE ☐ TOWNSHIP

PERSONAL APPEARANCE *REQUIRED*: ☐ YES ☐ NO — **If you fail to appear** at this time and place you may be arrested or your license may be cancelled.

TICKET#_____ CASE#_____ REFERENCE#_____

NAME_____

STREET, CITY_____

COUNTY, STATE, ZIP_____

PHONE#_____ TEXT/PHONE NOTIFICATION APPROVED? ☐ YES ☐ NO

OPERATOR LICENSE / STATE ID# ☐ NONE*	BIRTH DATE	ISSUE DATE	STATE
	/ /	/ /	

* IF NO OL/STATE ID; *REQUIRED* DOCUMENTATION ATTACHED: ☐ YES

CLASS	EXPIRES	ENDORSEMENT(s) / RESTRICTION(s)	SS# *(last 4 digits)*
	/ /	☐ CDL ☐ MC ☐ OTHER:	

SEX	HEIGHT	WEIGHT	EYES	HAIR	RACE	FINANCIAL RESPONSIBILITY PROOF?
						☐ YES ☐ NO ☐ N/A

TO DEFENDANT: COMPLAINT ON ___/___/___ AT _____ AM/PM, YOU

Operated/Passenger/Parked/Walked a ☐ PASSENGER ☐ MOTORCYCLE ☐ BICYCLE ☐ OTHER:_____

☐ COMMERCIAL DOT#_____ ☐ ≥26,001 LBS. ☐ <16 PASS. BUS ☐ ≥16 PASS. BUS ☐ HAZ. MAT.

VEHICLE: YEAR_____ MAKE_____ MODEL_____

COLOR_____ LICENSE #_____ STATE_____

UPON A PUBLIC HIGHWAY, NAMELY_____ DIRECTION_____

AT/NEAR_____ (M.P.)

IN THE _____ OF_____ IN_____

COUNTY #:_____ STATE OF OHIO AND COMMITTED THE FOLLOWING OFFENSE(S).

☐ **SPEED:** _____ MPH IN _____ MPH ZONE — ☐ ORC ☐ ORD ☐ T.P.
☐ OVER LIMITS ☐ UNSAFE FOR CONDITIONS ☐ ACDA
☐ RADAR ☐ AIR ☐ VASCAR ☐ PACE ☐ LASER ☐ STATIONARY ☐ MOVING

☐ **OVI:** ☐ UNDER THE INFLUENCE OF ALCOHOL/DRUG OF ABUSE. — ☐ ORC ☐ ORD ☐ T.P.
☐ IN PHYSICAL CONTROL OF VEHICLE.
☐ PROHIBITED BLOOD ALCOHOL CONCENTRATION. _____ BAC
☐ BLOOD ☐ BREATH ☐ URINE ☐ REFUSED

PRIOR OVIs:	# OF PRIOR OVIs	YEARS OF PRIOR OVIs

☐ **DRIVER LICENSE:** ☐ NONE ☐ NOT ON PERSON ☐ REVOKED ☐ SUSPENDED — ☐ ORC ☐ ORD ☐ T.P.
EXPIRED: ☐ <6 MONTHS ☐ >6 MONTHS ☐ FAILURE TO REINSTATE
SUSPENSION TYPE:_____

☐ **SAFETY BELT:** FAILURE TO WEAR — ☐ ORC ☐ ORD ☐ T.P.
☐ DRIVER ☐ PASSENGER ☐ CHILD RESTRAINT ☐ BOOSTER SEAT

☐ **OTHER OFFENSE:** _____ — ☐ ORC ☐ ORD ☐ T.P.

☐ **DRIVER LICENSE HELD** ☐ **VEHICLE SEIZED** ☐ **JUVENILE TRAFFIC OFFENDER**
☐ **DISTRACTED DRIVING PENALTY ENHANCEMENT APPLIES** (REMARKS *REQUIRED*)

COURT CASE_____ COURT NAME_____

CASE #_____ FR SHOWN: ☐ YES ☐ NO FR SHOWN - BMV to process. ☐ N/A

IF BOND FORFEITURE, DATE FORFEITED:_____

CONVICTION DATE:_____

	SPEED	OVI	LICENSE	CHILD RESTRAINT		
MOVING VIOLATION?	YES NO	YES NO	YES NO	NO	YES NO	YES NO
PLEA CODE						
POINTS ASSESSED						
BMV OFFENSE CODE						
IF AMENDED, OFFENSE CODE						
FATALITY						

FOR BMV USE

☐ LICENSE SUSPENDED_____ days/months/years EFFECTIVE:_____ TO_____
☐ SUSPENSION CLASS_____
☐ **MO** – LIMITED DRIVING PRIVILEGES EFFECTIVE:_____ TO_____
(SEE SEPARATE ENTRY) SUSPENSION IS ON COUNT: _____ ☐ FRA SUSPENSION
☐ LICENSE FORFEITURE – SEE SEPARATE BMV FORM 2528
☐ OL CONFISCATED – DATE SENT TO BMV:_____
☐ OTHER INFORMATION – SEE REVERSE SIDE.

I hereby certify that the above statements are taken from the records of this Court.

AUTHORIZED SIGNATURE _____ DATE ___/___/___

Send completed copy to: OHIO BUREAU OF MOTOR VEHICLES, P.O. BOX 16583, COLUMBUS, OH 43216-6583

ABSTRACT OF COURT RECORD

CURRENT ADDRESS

SIGNATURE X

CO. RES.

PHONE ( )

[CANARY paper]

Text appears for information only. This text is not printed.
This page is not printed upon.

TO DEFENDANT: SUMMONS YOU ARE **SUMMONED** AND **ORDERED TO APPEAR**
ON_____ AT_____ IN_____ COURT
AT_____, _____ COUNTY, OHIO
☐ CITY ☐ VILLAGE ☐ TOWNSHIP

PERSONAL APPEARANCE *REQUIRED*: ☐ YES ☐ NO — **If you fail to appear** at this time and place you may be arrested or your license may be cancelled.

TICKET#_____ CASE#_____ REFERENCE#_____
NAME_____
STREET, CITY_____
COUNTY, STATE, ZIP_____
PHONE#_____ TEXT/PHONE NOTIFICATION APPROVED? ☐ YES ☐ NO

OPERATOR LICENSE / STATE ID# ☐ NONE*	BIRTH DATE	ISSUE DATE	STATE
	/ /	/ /	

* IF NO OL/STATE ID; *REQUIRED* DOCUMENTATION ATTACHED: ☐ YES

CLASS	EXPIRES	ENDORSEMENT(s)/RESTRICTION(s)	SS# *(last 4 digits)*
	/ /	☐ CDL ☐ MC ☐ OTHER:	

SEX	HEIGHT	WEIGHT	EYES	HAIR	RACE	FINANCIAL RESPONSIBILITY PROOF?
						☐ YES ☐ NO ☐ N/A

TO DEFENDANT: COMPLAINT ON___/___/___ AT _____ AM/PM, YOU
Operated/Passenger/Parked/Walked a ☐ PASSENGER ☐ MOTORCYCLE ☐ BICYCLE ☐ OTHER:_____
☐ COMMERCIAL DOT#_____ ☐ ≥26,001 LBS. ☐ <16 PASS. BUS ☐ ≥16 PASS. BUS ☐ HAZ. MAT.
VEHICLE: YEAR_____ MAKE_____ MODEL_____
COLOR_____ LICENSE #_____ STATE_____
UPON A PUBLIC HIGHWAY, NAMELY_____ DIRECTION_____
AT/NEAR_____ (M.P.)
IN THE _____ OF_____ IN_____
COUNTY #:_____ STATE OF OHIO AND COMMITTED THE FOLLOWING OFFENSE(S).

☐ **SPEED:** _____ MPH IN _____ MPH ZONE — ☐ ORC ☐ ORD ☐ T.P.
☐ OVER LIMITS ☐ UNSAFE FOR CONDITIONS ☐ ACDA
☐ RADAR ☐ AIR ☐ VASCAR ☐ PACE ☐ LASER ☐ STATIONARY ☐ MOVING

☐ **OVI:** ☐ UNDER THE INFLUENCE OF ALCOHOL/DRUG OF ABUSE. — ☐ ORC ☐ ORD ☐ T.P.
☐ IN PHYSICAL CONTROL OF VEHICLE.
☐ PROHIBITED BLOOD ALCOHOL CONCENTRATION. _____ BAC
☐ BLOOD ☐ BREATH ☐ URINE ☐ REFUSED
PRIOR OVIs: # OF PRIOR OVIs _____ YEARS OF PRIOR OVIs _____

☐ **DRIVER LICENSE:** ☐ NONE ☐ NOT ON PERSON ☐ REVOKED ☐ SUSPENDED — ☐ ORC ☐ ORD ☐ T.P.
EXPIRED: ☐ <6 MONTHS ☐ >6 MONTHS ☐ FAILURE TO REINSTATE
SUSPENSION TYPE:_____

☐ **SAFETY BELT:** FAILURE TO WEAR — ☐ ORC ☐ ORD ☐ T.P.
☐ DRIVER ☐ PASSENGER ☐ CHILD RESTRAINT ☐ BOOSTER SEAT

☐ **OTHER OFFENSE:** _____ — ☐ ORC ☐ ORD ☐ T.P.

☐ **DRIVER LICENSE HELD** ☐ **VEHICLE SEIZED** ☐ **JUVENILE TRAFFIC OFFENDER**
☐ **DISTRACTED DRIVING PENALTY ENHANCEMENT APPLIES** (REMARKS *REQUIRED*)

PAVEMENT: ☐ DRY ☐ WET ☐ SNOW ☐ ICE # OF LANES_____
VISIBILITY: ☐ CLEAR ☐ CLOUDY ☐ DUSK ☐ NIGHT ☐ DAWN — ☐ A/V
WEATHER: ☐ RAIN ☐ SNOW ☐ FOG ☐ NO ADVERSE — ☐ CONSTRUCTION ZONE
TRAFFIC: ☐ HEAVY ☐ MODERATE ☐ LIGHT ☐ NONE — ☐ WORKERS PRESENT
AREA: ☐ BUSINESS ☐ FREEWAY ☐ INDUSTRIAL ☐ RESIDENTIAL ☐ RURAL ☐ SCHOOL
CRASH: ☐ **YES** ☐ NO ☐ ALMOST CAUSED ☐ NON-INJURY ☐ **INJURY** ☐ **FATAL**
CRASH REPORT #
REMARKS:

ACCOMPANYING CRIMINAL CHARGE(S): ☐ YES ☐ NO TOTAL # OFFENSES: _____

This summons served personally on the defendant on___/___/___
The issuing/charging law enforcement officer states under the penalties of perjury and falsification that he/she has read the above complaint and that it is true.

COURT CODE	UNIT	POST	DISTRICT

_____
CHARGING LAW ENFORCEMENT OFFICER

_____ ☐ **SAME AS ABOVE**
ISSUING LAW ENFORCEMENT OFFICER

ISSUING OFFICER: **VERIFY DEFENDANT'S ADDRESS.** IF DIFFERENT FROM LICENSE ADDRESS, WRITE CURRENT ADDRESS IN SPACE PROVIDED.

OHP 0060 01/20 HP7 110-0060-00 [760-0807] **DEFENDANT'S COPY**

CURRENT ADDRESS
SIGNATURE X
CO. RES.
PHONE ( )

TO DEFENDANT: Read this material carefully.

☐ **Personal Appearance Required.**
If the officer marked this block on the face of the ticket, you must appear in court. Your **appearance in court is required** because the offenses cannot be processed by a traffic violations bureau.

Failure to Appear and/or **Pay:**

- The posting of bail or depositing your license as bond is to secure your appearance in court or the processing of the offenses through a traffic violations bureau. It is not a payment of fines or costs.
- If you do not appear at the time and place stated in the citation or if you do not timely process this citation through a traffic violations bureau, your license may be cancelled.
- Also, a warrant may be issued for your arrest, and you may be subject to additional criminal penalties.

These **offenses require court appearance** and may not be processed by a traffic violations bureau:

- Any indictable offense;
- Operating a vehicle under the influence of alcohol or any drug of abuse;
- Leave scene of accident;
- Driving while under suspension or revocation of driver's or commercial driver's license when jail is a possible penalty [Tr.R. 13(B)(4)];
- Driving without being licensed to drive when jail is a possible penalty [Tr.R. 13(B)(5)];
- A third moving traffic offense within 12 months;
- Passing a standing school bus;
- Willfully eluding or fleeing a police officer;
- Drag racing.

☐ **Waiverable through traffic violations bureau.**
If you are charged with offenses other than those listed above, you may, at any time prior to arraignment, **plead guilty** to the offenses charged and dispose of the case without court appearance by:

(1) appearing personally at the traffic violations bureau, signing the waiver printed below and paying the fines and costs, or

(2) signing the waiver printed below and mailing it and a check, money order, or other approved payment for the total of the fines and costs to the traffic violations bureau at this traffic violations bureau address:

_____

INSURANCE WARNING

Under Ohio law you are required to show proof of financial responsibility or insurance.
If you did not do so at the time of receiving this ticket, **you must submit proof** of insurance when you appear in court on these offenses.

If you do not submit the required proof:
- your driver's license will be suspended and
- you may be subject to additional fees and insurance sanctions.

If you have any questions regarding the **proof filing**, you may call the traffic violations bureau at the telephone indicated.

For information regarding your **Duty To Appear** or the **Fines and Costs** amount(s), call:

_____
Telephone Number(s) / Court Web Address

CONTESTED CASE; COURT APPEARANCE REQUIRED

If you desire to **contest the offenses** or if court **appearance is required**, you must appear at the time and place stated in the summons.

NOTICE TO DEFENDANT UNDER AGE EIGHTEEN

You **must appear** before the Juvenile Court at the time and place determined by that Court. The Juvenile Court will notify you when and where to appear.
This ticket will be filed with the Juvenile Court, and may be used as a juvenile complaint.

_____
Juvenile Court Address

For information regarding your **Duty to Appear** at Juvenile Court, call:

_____
Telephone Number(s) / Juvenile Court Web Address

GUILTY PLEAS, NO CONTEST PLEAS, WAIVER OF TRIAL, PAYMENT OF FINES AND COSTS

I, the undersigned defendant, do hereby enter my written pleas of guilty to the offenses charged in this ticket. I realize that by signing these guilty pleas, I admit my guilt of the offenses charged and waive my right to contest the offenses in a trial before the court or jury. Further, I realize that a record of this plea will be sent to the Ohio Bureau of Motor Vehicles. I have not been convicted of, pleaded guilty to, or forfeited bond for two or more prior moving traffic offenses within the last 12 months. I plead guilty to the offense(s) charged.

FINES $ _____

COSTS $ _____

TOTAL $ _____

TICKET# _____

X _____
Defendant's Signature

_____
Address

_____

TO DEFENDANT: SUMMONS YOU ARE **SUMMONED** AND **ORDERED TO APPEAR**

ON_____ AT_____ IN_____COURT

AT_____, _____COUNTY, OHIO

☐ CITY ☐ VILLAGE ☐ TOWNSHIP

PERSONAL APPEARANCE *REQUIRED*: ☐ YES ☐ NO

If you fail to appear at this time and place you may be arrested or your license may be cancelled.

CURRENT ADDRESS

TICKET#_____ CASE#_____ REFERENCE#_____

NAME_____

STREET, CITY_____

COUNTY, STATE, ZIP_____

PHONE#_____ TEXT/PHONE NOTIFICATION APPROVED? ☐ YES ☐ NO

OPERATOR LICENSE / STATE ID# ☐ NONE*	BIRTH DATE	ISSUE DATE	STATE
	/ /	/ /	

* IF NO OL/STATE ID; *REQUIRED* DOCUMENTATION ATTACHED: ☐ YES

CLASS	EXPIRES	ENDORSEMENT(s) / RESTRICTION(s)	SS# *(last 4 digits)*
	/ /	☐ CDL ☐ MC ☐ OTHER:	

SEX	HEIGHT	WEIGHT	EYES	HAIR	RACE	FINANCIAL RESPONSIBILITY PROOF?
						☐ YES ☐ NO ☐ N/A

TO DEFENDANT: COMPLAINT ON___/___/___ AT_____AM/PM, YOU

Operated/Passenger/Parked/Walked a ☐ PASSENGER ☐ MOTORCYCLE ☐ BICYCLE ☐ OTHER:_____

☐ COMMERCIAL DOT#_____ ☐ ≥26,001 LBS. ☐ <16 PASS. BUS ☐ ≥16 PASS. BUS ☐ HAZ. MAT.

VEHICLE: YEAR_____ MAKE_____ MODEL_____

COLOR_____ LICENSE #_____ STATE_____

UPON A PUBLIC HIGHWAY, NAMELY_____ DIRECTION_____

AT/NEAR_____ (M.P.)

IN THE _____OF_____ IN_____

COUNTY #:_____ STATE OF OHIO AND COMMITTED THE FOLLOWING OFFENSE(S).

SIGNATURE X

☐ **SPEED:** _____MPH IN _____MPH ZONE ☐ ORC ☐ ORD ☐ T.P.
☐ OVER LIMITS ☐ UNSAFE FOR CONDITIONS ☐ ACDA
☐ RADAR ☐ AIR ☐ VASCAR ☐ PACE ☐ LASER ☐ STATIONARY ☐ MOVING

☐ **OVI:** ☐ UNDER THE INFLUENCE OF ALCOHOL/DRUG OF ABUSE. ☐ ORC ☐ ORD ☐ T.P.
☐ IN PHYSICAL CONTROL OF VEHICLE.
☐ PROHIBITED BLOOD ALCOHOL CONCENTRATION. _____ BAC
☐ BLOOD ☐ BREATH ☐ URINE ☐ REFUSED

PRIOR OVIs:	# OF PRIOR OVIs	YEARS OF PRIOR OVIs

☐ **DRIVER LICENSE:** ☐ NONE ☐ NOT ON PERSON ☐ REVOKED ☐ SUSPENDED ☐ ORC ☐ ORD ☐ T.P.
EXPIRED: ☐ <6 MONTHS ☐ >6 MONTHS ☐ FAILURE TO REINSTATE
SUSPENSION TYPE:_____

☐ **SAFETY BELT:** FAILURE TO WEAR ☐ ORC ☐ ORD ☐ T.P.
☐ DRIVER ☐ PASSENGER ☐ CHILD RESTRAINT ☐ BOOSTER SEAT

☐ **OTHER OFFENSE:** _____ ☐ ORC ☐ ORD ☐ T.P.

☐ **DRIVER LICENSE HELD** ☐ **VEHICLE SEIZED** ☐ **JUVENILE TRAFFIC OFFENDER**
☐ **DISTRACTED DRIVING PENALTY ENHANCEMENT APPLIES (REMARKS *REQUIRED*)**

CO. RES.

PAVEMENT: ☐ DRY ☐ WET ☐ SNOW ☐ ICE # OF LANES_____
VISIBILITY: ☐ CLEAR ☐ CLOUDY ☐ DUSK ☐ NIGHT ☐ DAWN ☐ A/V
WEATHER: ☐ RAIN ☐ SNOW ☐ FOG ☐ NO ADVERSE ☐ CONSTRUCTION ZONE
TRAFFIC: ☐ HEAVY ☐ MODERATE ☐ LIGHT ☐ NONE ☐ WORKERS PRESENT
AREA: ☐ BUSINESS ☐ FREEWAY ☐ INDUSTRIAL ☐ RESIDENTIAL ☐ RURAL ☐ SCHOOL
CRASH: ☐ **YES** ☐ NO ☐ ALMOST CAUSED ☐ NON-INJURY ☐ **INJURY** ☐ **FATAL**
CRASH REPORT #
REMARKS:

ACCOMPANYING CRIMINAL CHARGE(S): ☐ YES ☐ NO TOTAL # OFFENSES: _____

This summons served personally on the defendant on___/___/___

The issuing/charging law enforcement officer states under the penalties of perjury and falsification that he/she has read the above complaint and that it is true.

PHONE ( )

COURT CODE	UNIT	POST	DISTRICT

_____
CHARGING LAW ENFORCEMENT OFFICER

_____
ISSUING LAW ENFORCEMENT OFFICER ☐ **SAME AS ABOVE**

ISSUING OFFICER: **VERIFY DEFENDANT'S ADDRESS.** IF DIFFERENT FROM LICENSE ADDRESS, WRITE CURRENT ADDRESS IN SPACE PROVIDED.

OHP 0060 01/20 HP7 110-0060-00 [760-0807] **AGENCY RECORD**

REPORT OF ACTION ON CASE

DATE OF ARREST _____ AM/PM
Month / Day / Year Time

COURT ACTION

☐ GUILTY ☐ RELEASED to Other Authority
☐ NOT GUILTY ☐ _____

OFFICER'S NOTES

A/V Record #

WITNESSES:

Name Address Telephone

Name Address Telephone

ARREST NOTIFICATION

VIOLATION: _____ **R.C. SECTION** _____

SCALE LOCATION _____ ☐ **PLATFORM** _____ ☐ **PORTABLE**

AMOUNT OF OVERLOAD _____

OVERLOADED ON: ☐ **Single Axle** ☐ **Tandem** ☐ **Inner Bridge**
☐ **GROSS – Length, if gross:** _____ **FEET**

DOT # _____

PUCO # _____

Permit Holder or Company Name or Vehicle Owner Name

Street Address

City State Zip

NOTIFICATION OF ARREST ONLY.
NO FURTHER ACTION IS NECESSARY.

TO DEFENDANT: SUMMONS YOU ARE **SUMMONED** AND **ORDERED TO APPEAR**

ON_____ AT_____ IN_____ COURT

AT_____, _____ COUNTY, OHIO

☐ CITY ☐ VILLAGE ☐ TOWNSHIP

PERSONAL APPEARANCE *REQUIRED*: ☐ YES ☐ NO — **If you fail to appear** at this time and place you may be arrested or your license may be cancelled.

TICKET#_____ CASE#_____ REFERENCE#_____

NAME_____

STREET, CITY_____

COUNTY, STATE, ZIP_____

PHONE#_____ TEXT/PHONE NOTIFICATION APPROVED? ☐ YES ☐ NO

OPERATOR LICENSE / STATE ID# ☐ NONE*	BIRTH DATE	ISSUE DATE	STATE
	/ /	/ /	

* IF NO OL/STATE ID; *REQUIRED* DOCUMENTATION ATTACHED: ☐ YES

CLASS	EXPIRES	ENDORSEMENT(s) / RESTRICTION(s)	SS# *(last 4 digits)*
	/ /	☐ CDL ☐ MC ☐ OTHER:	

SEX	HEIGHT	WEIGHT	EYES	HAIR	RACE	FINANCIAL RESPONSIBILITY PROOF?
						☐ YES ☐ NO ☐ N/A

TO DEFENDANT: COMPLAINT ON ___/___/___ AT _____ AM/PM, YOU

Operated/Passenger/Parked/Walked a ☐ PASSENGER ☐ MOTORCYCLE ☐ BICYCLE ☐ OTHER:_____

☐ COMMERCIAL DOT#_____ ☐ ≥26,001 LBS. ☐ <16 PASS. BUS ☐ ≥16 PASS. BUS ☐ HAZ. MAT.

VEHICLE: YEAR_____ MAKE_____ MODEL_____

COLOR_____ LICENSE #_____ STATE_____

UPON A PUBLIC HIGHWAY, NAMELY_____ DIRECTION_____

AT/NEAR_____ (M.P.)

IN THE _____ OF_____ IN_____

COUNTY #:_____ STATE OF OHIO AND COMMITTED THE FOLLOWING OFFENSE(S).

☐ **SPEED:** _____ MPH IN _____ MPH ZONE — ☐ ORC ☐ ORD ☐ T.P.
☐ OVER LIMITS ☐ UNSAFE FOR CONDITIONS ☐ ACDA
☐ RADAR ☐ AIR ☐ VASCAR ☐ PACE ☐ LASER ☐ STATIONARY ☐ MOVING

☐ **OVI:** ☐ UNDER THE INFLUENCE OF ALCOHOL/DRUG OF ABUSE. — ☐ ORC ☐ ORD ☐ T.P.
☐ IN PHYSICAL CONTROL OF VEHICLE.
☐ PROHIBITED BLOOD ALCOHOL CONCENTRATION. _____ BAC
☐ BLOOD ☐ BREATH ☐ URINE ☐ REFUSED

PRIOR OVIs:	# OF PRIOR OVIs	YEARS OF PRIOR OVIs

☐ **DRIVER LICENSE:** ☐ NONE ☐ NOT ON PERSON ☐ REVOKED ☐ SUSPENDED — ☐ ORC ☐ ORD ☐ T.P.
EXPIRED: ☐ <6 MONTHS ☐ >6 MONTHS ☐ FAILURE TO REINSTATE
SUSPENSION TYPE:_____

☐ **SAFETY BELT:** FAILURE TO WEAR — ☐ ORC ☐ ORD ☐ T.P.
☐ DRIVER ☐ PASSENGER ☐ CHILD RESTRAINT ☐ BOOSTER SEAT

☐ **OTHER OFFENSE:** _____ — ☐ ORC ☐ ORD ☐ T.P.

☐ **DRIVER LICENSE HELD** ☐ **VEHICLE SEIZED** ☐ **JUVENILE TRAFFIC OFFENDER**
☐ **DISTRACTED DRIVING PENALTY ENHANCEMENT APPLIES** (REMARKS *REQUIRED*)

PAVEMENT: ☐ DRY ☐ WET ☐ SNOW ☐ ICE # OF LANES_____

VISIBILITY: ☐ CLEAR ☐ CLOUDY ☐ DUSK ☐ NIGHT ☐ DAWN — ☐ A/V

WEATHER: ☐ RAIN ☐ SNOW ☐ FOG ☐ NO ADVERSE — ☐ CONSTRUCTION ZONE

TRAFFIC: ☐ HEAVY ☐ MODERATE ☐ LIGHT ☐ NONE — ☐ WORKERS PRESENT

AREA: ☐ BUSINESS ☐ FREEWAY ☐ INDUSTRIAL ☐ RESIDENTIAL ☐ RURAL ☐ SCHOOL

CRASH: ☐ **YES** ☐ NO ☐ ALMOST CAUSED ☐ NON-INJURY ☐ **INJURY** ☐ **FATAL**

CRASH REPORT #

REMARKS:

ACCOMPANYING CRIMINAL CHARGE(s): ☐ YES ☐ NO TOTAL # OFFENSES: _____

This summons served personally on the defendant on ___/___/___

The issuing/charging law enforcement officer states under the penalties of perjury and falsification that he/she has read the above complaint and that it is true.

COURT CODE	UNIT	POST	DISTRICT

_____
CHARGING LAW ENFORCEMENT OFFICER

_____
ISSUING LAW ENFORCEMENT OFFICER ☐ **SAME AS ABOVE**

ISSUING OFFICER: **VERIFY DEFENDANT'S ADDRESS.** IF DIFFERENT FROM LICENSE ADDRESS, WRITE CURRENT ADDRESS IN SPACE PROVIDED.

OHP 0060 01/20 HP7 110-0060-00 [760-0807] **AGENCY RECORD**

CURRENT ADDRESS

SIGNATURE X

CO. RES.

PHONE ( )

REPORT OF ACTION ON CASE

DATE OF ARREST _____ AM/PM
MONTH / DAY / YEAR TIME

COURT ACTION

☐ GUILTY ☐ RELEASED TO OTHER AUTHORITY
☐ NOT GUILTY ☐ _____

OFFICER'S NOTES

RADAR # CAL. TIMES

LASER # CAL. TIMES

A/V RECORD #

If Juvenile, Parents' names:

WITNESSES:

NAME ADDRESS TELEPHONE

NAME ADDRESS TELEPHONE

ARREST NOTIFICATION

VIOLATION: _____ **R.C. SECTION** _____

SCALE LOCATION _____ ☐ **PLATFORM** _____ ☐ **PORTABLE**

AMOUNT OF OVERLOAD _____

OVERLOADED ON: ☐ **SINGLE AXLE** ☐ **TANDEM** ☐ **INNER BRIDGE**

☐ **GROSS – LENGTH, IF GROSS:** _____ **FEET**

DOT # _____

PUCO # _____

PERMIT HOLDER OR COMPANY NAME OR VEHICLE OWNER NAME

STREET ADDRESS

CITY STATE ZIP

Effective Date: January 1, 2010
Amended: July 1, 2020 (previous version permitted for use until July 1, 2021)

REVERSE OF ENFORCEMENT AGENCY RECORD

COMMISSION COMMENTARY
(July 1, 1997 Amendments)

This is the Reverse Side of the Enforcement Agency's copy of the basic ticket. This side provides an information and tracking process for the Enforcement Agency to track court action on the case and to provide the officer with space for limited notes as to the offense at the time of citation, including identification of witnesses. The bottom of the form is to provide information location to the officer for PUCO and weight citations, so that the information may be preserved.