



Pete Ricketts, Governor

## Required Fields

ORI

Form\_Type

Ticket\_Type – Must be 'V' for a voided ticket otherwise blank

Void\_Reason – If 'V' is selected then Void\_Reason required

Ticket\_ID

Citation\_Number

ContactKey

Date\_of\_Offense

Time\_of\_Offense

Defendant\_LName

Defendant\_FName

Defendant\_AddressStreet

Defendant\_AddressCity

Defendant\_AddressState

Defendant\_AddressZipCode

Defendant\_Country

Defendant\_DOB - Required only if Abstract Indicator or Failure to Comply is checked  
'Yes' in State Statute

Defendant\_Race

Defendant\_DLNumber - Enter 'NONE' if unknown

If 'NONE' then not required:

Defendant\_DLDOB

Defendant\_DLState

Defendant\_DLCountry

Defendant\_DLExpireDate

Defendant\_DLClass

Defendant\_DLHeight

Defendant\_DLWeight

Defendant\_DLEyes

Defendant\_DLHair

Else Required:

Defendant\_DLDOB

Defendant\_DLState

Defendant\_DLCountry

Defendant\_DLExpireDate

Defendant\_DLClass

Defendant\_DLHeight

Defendant\_DLWeight

Defendant\_DLEyes



Defendant\_DLHair  
Defendant\_DLGender  
Vehicle\_LicensePlateNumber - Enter 'NONE' if no plate  
If 'NONE' then not required:

Vehicle\_Year  
Vehicle\_Type  
Vehicle\_Make  
Vehicle\_Model  
Vehicle\_Color  
Vehicle\_VIN  
Vehicle\_LicensePlateState  
Vehicle\_Country  
Vehicle\_LicensePlateYear

Else Required:

Vehicle\_Year  
Vehicle\_Type  
Vehicle\_Make  
Vehicle\_Model  
Vehicle\_Color  
Vehicle\_VIN  
Vehicle\_LicensePlateState  
Vehicle\_Country  
Vehicle\_LicensePlateYear

Vehicle\_CMV – Not included in violations/warnings

If 'NO' then not required:

Vehicle\_HazMat  
Carrier\_USDOTNumber  
Carrier\_ICCNumber  
Carrier\_Name  
Carrier\_AddressStreet  
Carrier\_AddressCity  
Carrier\_AddressState  
Carrier\_AddressZipCode  
Carrier\_Country

Else Required:

Vehicle\_HazMat  
Carrier\_USDOTNumber  
Carrier\_ICCNumber  
Carrier\_Name  
Carrier\_AddressStreet  
Carrier\_AddressCity  
Carrier\_AddressState  
Carrier\_AddressZipCode  
Carrier\_Country

Violation\_LocationDescription – Only required if speeding violation

Statute\_Number – To be pulled from provided statute list with NCIC and NIBRS



Municipality – Only if City Ordinance is used instead of State Statute  
Offense\_Description – Matching Statute\_Number OR Municipality Code  
(Statutes must be updated quarterly and upon request from Crime Commission)  
SVWCODE  
Actual\_Speed – Only required if speeding violation – Not included in  
Violations/warnings  
Posted\_Speed – Only required if speeding violation – Not included in  
Violations/warnings  
Method\_Clocked – Only required if speeding violation – Not included in  
Violations/warnings  
NCIC\_Code – Patrol Criminal History Column from State Statute List  
Fines - Only when Summons and Waiver\_Allowed – Not included in violations/warnings  
Search\_Incident – Can only have '1' or '2' for true/false (or blank)  
Probable\_Cause – Can only have '1' or '2' for true/false (or blank)  
Consent – Can only have '1' or '2' for true/false (or blank)  
Search\_Conducted – Can only have '1' or '2' for true/false (or blank)  
Verbal\_Consent – Can only have '1' or '2' for true/false (or blank)  
Written\_Consent – Can only have '1' or '2' for true/false (or blank)  
Consent\_Refused – Can only have '1' or '2' for true/false (or blank)  
K9\_Utilized – Can only have '1' or '2' for true/false (or blank)  
Contraband\_Located – Can only have '1' or '2' for true/false (or blank)  
Arrest\_Made – Can only have '1' or '2' for true/false (or blank)  
No\_Contraband\_Located – Can only have '1' or '2' for true/false (or blank)  
Reporting\_Officer  
Date\_Signed1 (officer)  
BadgeNoOff1  
Waiver\_Allowed or Mandatory\_Court\_Appearance box must be checked – Not included  
in violations/warnings  
Plaintiff\_County  
Court\_Date – Only when summons – Not included in violations/warnings  
Court\_Time – Only when summons – Not included in violations/warnings  
Plaintiff\_CourtName – Only when summons – Not included in violations/warnings  
Plaintiff\_CourtMail – Only when summons – Not included in violations/warnings  
Plaintiff Court Street – Only when summons – Not included in violations/warnings  
Plaintiff\_CourtCity – Only when summons – Not included in violations/warnings  
Plaintiff\_CourtState – Only when summons – Not included in violations/warnings  
Plaintiff\_CourtZipCode – Only when summons – Not included in violations/warnings  
Courtroom – Only when summons – Not included in violations/warnings  
No\_Defendant\_Sign (this is the capture method)  
Court\_Costs – Only when summons and Waiver\_Allowed – Not included in  
Violations/warnings  
Total\_Fine - Only when summons and Waiver\_Allowed – Not included in  
Violations/warnings  
Report\_Name – Only options to send to NCJIS are Prosecutor Copy or Court  
Copy

