IN THE CIRCUIT COURT OF THE FIRST JUDICIAL CIRCUIT

JACKSON COUNTY, ILLINOIS

PROCEDURES FOR ADDRESSING

MINOR TRAFFIC CITATIONS AND CONSERVATION CITATIONS

If you wish to limit your appearances in court for a Minor Traffic Offense or Conservation citation, there are several options available to you. *(A Minor Traffic Offense is a fine only offense with no possibility of jail time and no right to a court appointed attorney. This means you received a traffic or conservation citation that did NOT require a Court appearance. This does not apply to Major Traffic Offenses, (i.e. Misdemeanor cases that have the possibility of jail time such as DUI, Driving while Licensed Revoked or Suspended, Reckless Driving, Leaving the Scene of an Accident, etc.) or* **MUST APPEAR** *citations, such as Speeding in a Construction Zone, No Insurance, and Scotts Law citations.*

Please read carefully the options set forth below:

1. **Plead Not Guilty- Set for Trial**: You may sign the Not Guilty plea on the back of your citation, mark if you are requesting a Bench Trial (Trial by Judge) or Jury Trial (Trial by Jury) and mail it to the Circuit Clerk. While this options avoids a first appearance court date, your case will be set for a Bench Trial or Pre Trial hearing at which time you will have to appear in court. For Jury Trials, you will have to appear in court on more than one occasion.

2. **Plead Guilty-Conviction**. You may plead guilty and accept a conviction on your record by going online at www.judici.com OR by signing the guilty plea on the back of your ticket and mailing it to the Circuit Clerk along with your payment. (Pleading guilty to traffic citation may affect your driver's license privileges. Pleading guilty to a conservation citation may affect any hunting or fishing licenses.)

3. **Plead Guilty-Court Supervision**. (Traffic only) You may plead guilty and be placed on court supervision* for a period of 90 days, if you qualify. To qualify for court supervision, you must not have been on a period of court supervision in any county or state within the last 12 months.

There are two options for supervision, which are set forth below:

- **Traffic Safety School**. You may plead guilty and pay a total fine and assessment of $189 and agree to attend Traffic Safety School. You may do this online at www.judici.com or in person at the Circuit Clerk's office. You may also call the Circuit Clerk to request the appropriate forms be emailed to you or mailed to you if you provide a self-addressed stamp envelope. You must sign and complete and return the documents along with payment. Proof of completion of Traffic Safety School is provided to the court.

- **No Traffic Safety School**. If you choose not to attend Traffic Safety School, you may plead guilty and pay a total fine and assessment of $251. The State's Attorney and Judge must approve this option and will confirm first that you qualify for Court supervision before approving your Judgment of Supervision.

**Court supervision means no conviction is entered on your record, so long as you pay your fine and assessments in full, attend traffic safety school (if you choose that option), and do not violate any laws during the period of your 90 day supervision, your case is dismissed.*

4. **Plea Agreement with State's Attorney**. You may contact the State Attorney's office regarding your case(s) to see if an agreement can be reached on other terms than those listed above. If you have multiple, minor traffic citations arising from the same incident, the State may be willing to dismiss one or more citations if you plead guilty to one or more citations. In addition, if you do not qualify for the court supervision options set forth above, court supervision may still be an option under different terms and conditions pursuant to a plea agreement with the State's Attorney Office. If you choose to wait until you come to court to request court supervision, additional fines and assessments may be assessed. Please contact Jackson County Assistant State's Attorney at (618) 687-7200 to discuss your case.

MUST APPEAR CITATIONS (Not Misdemeanors)

For citations which require a court appearance, such as Uninsured Motorist, Speeding in a Construction Zone, Scotts Law violations or Must Appear Conservation Citations, contact the State Attorney's office regarding a plea agreement. If you received a No Insurance citation, but you did in fact have insurance at the time you received your citation, please provide proof of insurance to the State Attorney's Office. Once the State Attorney's office validates your insurance with your insurance company, they will dismiss your case.

Please review your ticket to see if it requires you to appear in court.

Contact information for the Jackson County Circuit Clerk and State's Attorney is set forth below:

Jackson County Circuit Clerk
Jackson County Courthouse
PO Box 730
Murphysboro, IL 62966
(618) 687-7300

Jackson County State Attorney's Office
Jackson County Courthouse
1001 Walnut, Third Floor
Murphysboro, IL 62966
(618) 687-7200

IF YOU DO NOT RESOLVE YOUR CASE IN ONE OF THE WAYS LISTED ABOVE PRIOR TO YOUR COURT DATE, THEN YOU MUST APPEAR IN COURT. IF YOU FAIL TO APPEAR IN COURT AT THE DATE AND TIME OF YOUR HEARING, AN EX PARTE JUDGMENT WILL ENTER AGAINST YOU FOR THE FINE AND ASSESSMENTS APPLICABLE FOR YOUR CASE.