RESOLUTION NO. 2015-104

RESOLUTION OF THE MAYOR AND THE CITY COUNCIL OF THE CITY OF HIALEAH, FLORIDA AUTHORIZING THE MAYOR AND THE CITY CLERK, AS ATTESTING WITNESS, ON BEHALF OF THE CITY OF HIALEAH, TO ENTER INTO AN INTERLOCAL AGREEMENT WITH MIAMI-DADE COUNTY, TO AUTHORIZE THE CITY OF HIALEAH TO PARTICIPATE IN THE E-CITATION INTEGRATION SERVICES OPERATED BY THE MIAMI-DADE CLERK OF COURTS, IN SUBSTANTIAL CONFORMITY WITH THE AGREEMENT ATTACHED HERETO AND MADE A PART HEREOF AS EXHIBIT "1"; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Hialeah finds that it is in the best interest of the City and its residents to enter into an interlocal agreement pursuant to section 163.01, Florida Statutes, that allows local governments to make the most efficient use of their powers to enable them to cooperate with other localities on the basis of mutual advantage; and

WHEREAS, it is beneficial to the City of Hialeah to participate in the e-citation integration services operated by the Miami-Dade Clerk of Courts who is vested with intergovernmental jurisdiction to manage the Traffic Violations Bureau, which oversees the collection, the disbursement of traffic violation revenues, and the processing of all traffic court related documents; and

WHEREAS, the Miami-Dade Clerk's Office will provide e-citation integration services, at no expense, to the City of Hialeah and will operate an electronic integration server for use by the Traffic Violations Bureau; and

WHEREAS, participation in this Interlocal Agreement will enhance productivity and provide the citizens of the City of Hialeah and Miami-Dade County with the best possible traffic enforcement services supported by up-to-date technology.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND THE CITY COUNCIL OF THE CITY OF HIALEAH, FLORIDA, THAT:

Section 1: The City of Hialeah, Florida hereby authorizes the Mayor and the City Clerk, as attesting witness, on behalf of the City, to enter into an interlocal agreement with

Miami-Dade County for three (3) years, with automatic renewals each year thereafter, to authorize the City of Hialeah to participate in the e-citation integration services operated by the Miami-Dade Clerk of Courts, in substantial conformity with the agreement attached hereto and made a part hereof as Exhibit "1", providing for an effective date.

PASSED AND ADOPTED this 11 day of August, 2015.

Isis Garcia-Martinez
Council President

Attest:

Approved on this 19 day of August, 2015.

Marbelys Fatjo
City Clerk

Mayor Carlos Hernandez

Approved as to form and legal sufficiency:

Lorena Bravo, City Attorney

AGREEMENT

THIS INTERLOCAL AGREEMENT is made and entered into as of this ____ day of _____, _____, by and between MIAMI-DADE COUNTY CLERK OF COURTS, a political subdivision of the State of Florida (hereinafter referred to as the "CLERK'S OFFICE") and the CITY OF HIALEAH, under the State of Florida, (hereinafter referred to as the "CITY").

WITNESSETH:

WHEREAS, the Miami-Dade County Clerk's Office is vested with the intergovernmental jurisdiction to manage the Traffic Violations Bureau (herein referred to as the "TVB"), which oversees the collection, the disbursement of traffic violation revenues, and the processing of all traffic court related documents; and

WHEREAS, in order to capture revenue lost due to illegibility or issue error, as well as to enhance productivity, the Clerk's Office in coordination with all Miami-Dade County cities and other agencies has proposed to integrate the systems of the various entities; and

WHEREAS, the CLERK'S OFFICE intends to provide e-citation integration services at no expense to the CITY, and will operate an electronic citation integration server (hereinafter referred to as the "SYSTEM") for use by the Office of the Clerk (Traffic Violations Bureau); and

WHEREAS, the CITY desires to be a part of the CLERK'S OFFICE e-citation integration server; and

WHEREAS, the CLERK'S OFFICE and the CITY both endeavor to provide their citizens with the best possible traffic enforcement services supported by up-to-date technology,

NOW THEREFORE, for and in consideration of the mutual covenants herein contained, the CLERK'S OFFICE and the CITY do hereby agree to fully and faithfully abide by and be bound by the following terms and conditions:

EXHIBIT
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ARTICLE ONE

Responsibilities of the Miami-Dade County Clerk's Office

The CLERK'S OFFICE agrees to:

1. Implement and maintain the e-citation integration server, which will allow cities/agencies to transfer all e-citation and attendant document data.
2. Ensure that once the SYSTEM has been tested and is fully operational, the CLERK'S OFFICE will make satisfactory arrangements to ensure that the components of the integration server will be serviced when necessary.
3. Provide trained and qualified personnel to operate the SYSTEM at the Clerk's Technical Services Division and provide support to the cities/agencies on a five (5) days a week, 8 hours a day basis (9 A. M. -5 P. M.)
4. Designate a person (hereinafter referred to as "Project Manager") who will be responsible for handling the SYSTEM, administer the SYSTEM and handle all technical issues arising out of, under, or in connection with the SYSTEM, including but not limited to: processing change orders and modifications to the system; coordinating implementation, installation and maintenance of all equipment necessary to the satisfactory operation of the SYSTEM; and addressing all business and technical issues.
5. Designate a person, (herein referred to as "Operational Liaison") within the Traffic Violations Bureau, who will be responsible for addressing operational and procedural related issues.
6. The Operational Liaison and/or Project Manager will communicate with "Agency Liaison" regarding required system updates and modifications (i.e.: violation code tables updates, etc).

ARTICLE TWO

Responsibilities of the CITY

The CITY agrees to:

1. Utilize the CLERK'S OFFICE e-citation integration server and any upgrade(s) thereto, to transmit tickets and related documents within the five (5) days required by F.S. 316.650.
2. Maintain all functional records and accounts that relate to the SYSTEM (including but not limited to system and officer log-in and log-out, starting and ending citation for each officer and shift, citation transmittal sheets, and data upload and download records) in accordance with Generally Accepted Accounting Principals (GAAP), and provide the CLERK'S OFFICE access to said accounts and records for auditing purposes for the duration of the AGREEMENT. The CITY agrees to abide by all guidelines set forth in the Miami-Dade County Clerk's Office E-Citation Process Interface Control Document Version 6.20 or higher (herein referred to as the "ICD") hereby made a part of this agreement. (see Attachment A.)
3. Utilize the SYSTEM and participate in the program as instructed by the CLERK'S OFFICE and as fully as possible during the terms of this AGREEMENT.
4. Operate all components of the SYSTEM in full compliance with all operational manuals, rules, and regulations of the CLERK'S OFFICE, and the TERMS AND CONDITIONS of the CLERK'S OFFICE (see Attachment A)
5. Notify the CLERK'S OFFICE immediately regarding the failure of any components of the SYSTEM.
6. Provide a designated person along with a back-up person (herein referred to as "Agency Liaisons") for communication with the CLERK'S OFFICE, the CLERK'S TECHNICAL SERVICES DIVISION, and/or the TVB; and to communicate and train officers on proper issuance and transmission of electronic citations.
7. Once contacted by the Clerk's Office, regarding modifications to the ICD (including but not limited to violation codes tables etc.) the city/agency agrees to make all necessary changes within **24 hours** and to download all changes to agency equipment.

8. Once the offices of the City provide e-citations thru the "SYSTEM", all required and signed paper follow-up citation copies will be filed with a transmittal sheet (as provided in the ICD). This e-citations transmittal will be separate from handwritten non-electronic citations, and will be clearly marked as **"E-CITATION FOLLOW-UP COPY"**. The e-citation follow-up copies will **NOT** be processed as the charging document; it will only be placed in the court file.
9. Select and purchase or build a traffic e-citation issuance system that is compliant with the requirements outlined in Attachment A.
10. Modify the traffic e-citation issuance system, either by the City or the vendor that supplied such system, to be compliant with any changes required by the SYSTEM.
11. Test the integration between the traffic e-citation issuance system and the SYSTEM for a period of 10 business days or until such time as the Clerk's Office and City agree to process transactions in a production environment.
12. Understand that a citation that is rejected by the SYSTEM will not have a case file opened. The rejected citation must be corrected within the traffic e-citation issuance system and resubmitted to the SYSTEM.
13. Acknowledge that if a Law Enforcement Agency (LEA) uses automated citations but those citations are **NOT** electronically transmitted then, the e-citation paper must be filed with the Clerk of Courts in a separate transmittal where it is clearly indicated **"NOT ELECTRONICALLY TRANSMITTED"**. These citations must conform to requirements specified below (see sections A & B) regarding bar code, paper size, and paper quality. Information on citations must be standardized following Florida Uniform Traffic Citation (FUTC) format.
14. If a LEA uses automated citations that **are** electronically transmitted, the electronically filed e-citation will be the officially filed charging document. The follow-up paper copies of the e-citation, which will contain the defendant and officer signatures, and fingerprint if necessary, must be filed with the Clerk of Courts in a separate transmittal where it is clearly indicated **"E-CITATION FOLLOW-UP COPY".** These citations must conform to requirements specified below (see sections A & B) regarding bar code, paper size, and paper quality. Information on citations must be standardized following FUTC format.

A. Agency "E-CITATION FOLLOW-UP COPY" Paper Requirements:

Automated Paper Citations, submitted as follow-up copies (#14 above), or as interim FUTC's (#13 above) must adhere to the following specifications:

1. Size – Preferably the size of current Florida Uniform Traffic Citation, which is 8.5" by 4.25" We cannot accept sizes smaller than this. However, we do accept citations in 8.5" by 11" format in which the front of the citation is printed on the left panel and the back of the citation is printed on the right panel, per the Florida Highway Patrol (FHP) standard.
2. Ream Weight = 15 to 30 lb paper.
3. Thermal Paper of any kind is not acceptable as it curls, fades and cannot be scanned reliably.
4. All documents/papers (carbonless, etc) must be rubber roller safe - Ingredients used in paper and ink should not interact chemically with rubber - essentially they should be chemically inert.)
5. Leading edge of paper documents exiting printing devices can not curl up more than 3mm or curl down more than 5mm over a 30mm span from the edge of the paper.
6. All print must be in black ink.

B. Automated Barcode Requirements:

1. The barcode must be of good enough quality to be read by standard barcode scanners.
2. Clerk's Office Standard Code is 3 of 9 (also known as "code39" or "USD-3") - Current "de-facto" Standard with a 3:1 ratio Code 3 of 9 is an alphanumeric, self-checking, variable-length bar code that uses five black bars and four white bars to define a character. Three bars are wide and six are narrow. A character is represented by nine elements. An inter-character gap separates each character. Start and stop characters are depicted as asterisks (*) and are used to delineate the bar code. The bar code is preceded and followed by quiet zones. A check character is optional. Code 3 of 9 supports 26 uppercase letters, 10 digits, and 7 special characters which include: - . $ / + % (space).

ARTICLE THREE

Right to Offset

If the CITY fails to meet any of its obligations as set forth in this AGREEMENT and as determined by the CLERK'S OFFICE, and after notice to the delinquent CITY and the providing of thirty (30) days to meet its obligations, if the CLERK'S OFFICE incurs costs, expenses or damages as a result of such failure, the CLERK'S OFFICE, in addition to any other remedies, reserves the right to offset any sums due the CITY from any traffic ticket revenue source in an amount equal to the CLERK'S OFFICE expenses.

ARTICLE FOUR

Correspondence

It is understood and agreed that any official notices that result from or are related to this AGREEMENT must be in writing and shall only be considered delivered when done so by certified mail to:

CITY/AGENCY

City of Hialeah
501 Palm Avenue
Hialeah, Florida 33010
Attention: Marbelys Fatjo, City Clerk
cc: Sergio Velazquez, Chief of Police

COUNTY

Traffic Violations Bureau
1351 NW 12th St., Suite 8500
Miami, Florida 33125
Attention: Manuel Carames, Director

ARTICLE FIVE

Settlement of Disputes

The parties agree that the Clerk of Courts shall be the administrator of this AGREEMENT, but that all questions, difficulties and disputes, of whatever nature, which may arise under or by

reason of this AGREEMENT and the rendering of services and performance of obligations hereunder, shall be subject to the parties' obligation to mutually discuss and/or mediate any such matters that may arise within thirty (30) days of a request by either party to resolve any pending matter or issue. Following the expiration of the thirty (30) day discussion/mediation period, nothing contained in this AGREEMENT shall prevent either party from seeking relief through a court of competent jurisdiction.

ARTICLE SIX

Terms of the Agreement

The term of this AGREEMENT shall be for an initial period of three (3) years, with automatic renewals each year thereafter. However, this AGREEMENT may be terminated by either party hereto by providing the other party with thirty (30) days advance written notice. All of its terms and conditions shall remain in full force and effect until such time that the AGREEMENT is terminated or modified by mutual consent or either party.

ARTICLE SEVEN

Assignments

The CITY'S obligations hereunder are not assignable. The CITY shall not assign, transfer, pledge, hypothecate, surrender, or otherwise encumber or dispose of its rights under the AGREEMENT, or any interest in any portion of same, without the prior written consent of the CLERK'S OFFICE, which consent will not be unreasonably withheld.

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ARTICLE EIGHT

Complete Agreement

No representations or warranties shall be binding upon either party unless expressed in writing herein.

ARTICLE NINE

Modifications

This AGREEMENT may not be altered, changed or modified except by or with the written consent of the parties and the Clerk of Courts as AGREEMENT administrator.

MIAMI-DADE COUNTY, FLORIDA
CLERK OF COURTS

BY: _____
HARVEY RUVIN, CLERK OF COURTS

ATTEST: _____

CITY/AGENCY OF HIALEAH _____

BY: _____
Carlos Hernandez, CITY MAYOR

ATTEST: _____
Marbelys Fatjo, CITY CLERK

Approved as to legal sufficiency and form:

_____
Lorena Bravo, CITY ATTORNEY

FACC

Traffic Citation Accounting Transmission System (TCATS) Interface Control Document

Date: 11 November 2012

Document: 6.0.1

Prepared By:
Florida Association of Court Clerks, Inc.
3544 Maclay Blvd.
Tallahassee, Florida 32312

This document includes data that shall not be disclosed outside Florida Association of Court Clerks, Inc., and shall not be duplicated, used, or disclosed – in whole or part – for any purpose other than to support the execution of the specified contract. The data subject to this restriction is contained in all pages.

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Project Information

Document Title	Traffic Citation Accounting Transmission System (TCATS) Interface Control Document	
Author	Norm Leclair Manager Unisys	
To Be Approved By	Norm Leclair Project Manager Unisys	Russ Curtis Project Manager Florida Association of Court Clerks
Comments	This is the Interface Control Document for the Traffic Citation Accounting and Transmission System project.	
File Name	TCATS_ICD_6_0.doc	

REVISION HISTORY

Rev	Section	Type	Date	Author	Remarks
5	All	New – Draft	1 May 2001	Michael Johnston, Bob Dinger, Jeff Ruby	Initial draft version of the Interface Control Document
5.1	All	Draft	17 May 2001	Michael Johnston, Bob Dinger, Jeff Ruby	Revision of the data formats based on the meeting with Russ Curtis, of FACC, on May 16th and his suggestion to use one standardized citation format for all TCATS processing.
5.2	All	Draft	11 June 2001	Michael Johnston, Bob Dinger, Jeff Ruby	Revision of the data formats based on the comments from DHSMV and two (2) Counties.
5.3	All	Final	22 June 2001	Michael Johnston, Jeff Ruby, Bob Dinger	Revision of the data formats and their corresponding comments based on new comments from DHSMV.
5.4	All	Final	6 February 2002	Denise Bénéteau, Kim Miller	Revision of the data formats and their corresponding comments based on transmissions to DHSMV.
5.5	All	Final	14 April 2002	Denise Bénéteau	Revision of the data formats and their corresponding comments based on new comments from DHSMV and counties.

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5.6	All	Final	14 March 2003	Denise Bénéteau, Samantha Kaya	Revision of the data formats and their corresponding comments in order to provide for transmission from FHP SmartCop & to describe error validations more fully.
5.7	All	Draft	9 May 2006	Scott Hartsfield Phil Zaidan	Revision of the data formats and their corresponding comments based on new comments from DHSMV and counties.
5.7.1	All	Draft	14 Sept 2009	Scott Hartsfield Dana McGee	Revision of Data Element Comments based on new comments from DHSMV. Added new code to D6 Reason. Updated Appendix A and D.
6.0.0	ALL	Final	10 Nov 2011	Scott Hartsfield	Revision and Addition of Data Elements based on new requirements from DHSMV. Added Criminla Financial Obligations ICD.
6.0.1	ALL	Final	18 Oct 2012	Scott Hartsfield	Revised M/O/C on a few fieldS. Added fields to the UTC file between FACC and DHSMV. Corrected Misprints.

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Interface Definition

The interface definitions make it possible to electronically transfer *Citation* data and *Disposition* data, via imported files, from the individual counties to the Florida Association of Court Clerks, Inc. (FACC), which acts as the Central Site. Additionally, they allow for the receipt of citation data from Florida Highway Patrol (FHP) Troop Headquarters and the distribution of them back to the counties; as well as the ability to forward citation, disposition, and D6 data to the Department of Highway Safety and Motor Vehicles (DHSMV). Because the Central Site is only a repository for citation and disposition information provided by the counties and FHP, the input file formats have been designed to allow the data providers the ability to add and correct their data through the use of the "Update Type" code. The Interface Definitions act as conduits between these external entities to allow for the seamless transfer of data between non-standardized sources. The citation and disposition data received from, and subsequently distributed to, the counties can be in either **"fixed length" or "delimited" format**. Once a county has specified a format type to the FACC System Administrator, all files received from and sent to that county must be in that selected format.

File Format Definition

There is neither an advantage nor disadvantage when choosing between fixed length or delimited file formats. The format will be clearly delineated by how the data will be extracted from county databases prior to transmitting to the Central Site. The two file formats were identified and created so that the interface could read data that is being transmitted from county systems that are not uniform in protocol.

Interface Definition Table Format

Each Interface Definition table format has the information describing the characteristics of the fields in the table. The field definitions are as follows:

ID	Sequential number to identify column
Field Description	Description of the contents of column
Data Type	Format of data A – Alphabetic characters only A/N – Alphabetic and numeric characters N – Numeric characters only DATE – Numeric digits in specified date format
Max Field Size	Length of field
Start	Beginning position of field in record
End	Ending position of field in record
M/O/C	M – Mandatory field to be populated O – Optional field: provide value if available. C – Conditional; field has dependence on another field
Comments	Additional information pertinent to field

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Field Justification and Optional Fields

Within the "Data Type" field of the Interface Definition Tables, alphanumeric (A/N) codes must be left justified and filled with blank spaces to the right. Additionally, numeric (N) codes must be right justified and filled with zeros to the left. Optional A/N fields may have blank values in fixed-length format; optional numeric fields should be zero-filled in fixed-length format. In pipe-separated format, an optional field may simply be null.

File Naming Convention

The naming convention of the import file will consist of 15 numerals followed by either "cit", "dis", "d6", or "fhp" respectively, determined by whether the file represents Citations, Dispositions, or D6 data from a county, or imported Florida Highway Patrol Citations. The files exported to the county from TCATS central site, containing new FHP citations, will have their filename ending in "fcit". Each file that is transmitted to Central Site needs to have a unique filename. If a file with the same filename is already at Central Site the county will be informed of the error and that they will need to rename the file in order to get it processed.

- The first two numerals will be the county number 01 thru 67; while FHP Troops A thru J will use numbers 71 thru 80, respectively.
- The next three numerals will be the agency number 000 thru 999 (use 000 when the file originates from or is assigned to a county).
- The next eight numerals will be the date in the format YYYYMMDD.
- The next two numerals will be a sequence number to uniquely identify each file generated for the above date. This will always start with 01 for the first file for this date and be incremented by one if additional files are created on the same day.
- A typical file name would either look like "010002001011301cit", "010002001011301dis", "010002001011301d6", "710002001011301fhp", or "010002001011301fcit".

County Error and Transmission Reports

The loading of a citation or a disposition file at TCATS central site will result in the creation of two error files and three transmittal report files. The two error files have the same file name as the file which was loaded, with the addition of a file extension .rpt (error message report from load) and .log (database errors in load due to invalid data in fields, e.g. invalid date). If the load gave no errors, these files will contain a message stating that no errors occurred. Example of file name: the imported file named "010002006011301cit" would produce an error report file named 010002006011301cit.rpt, and a database load error file named 010002006011301cit.log. The three transmittal report files show which citations were sent to DHSMV in the ARR, UTC and D6 files for that day. The filename will include the county number, date and file type with an .rpt extension. An example of the filename is 0120061006arr.rpt

The loading of the ARR, UTC and D6 files at DHSMV will create three error files. The three error files will be sent to the counties via TCATS Central Site. The filename sent to the counties will consist of the county number, "dhs", the date the file was sent from DHSMV, the file type (i.e D6, UTC, and ARR) and an .rpt extension, an example of the filename is "01dhs20060929utc.rpt".

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Citations From Counties

Citation Data Interface Description

The process of transmitting a citation to the Central Site (FACC) is as follows:

- A citation should be transmitted to Central Site at least twice: once when it is first entered in the county (with update type "ADD", and with "A"ctive status in field 120), and once when it is disposed (with update type "UPDATE", and with "I"nactive status in field "Status" field). Failure to send a citation update with inactive status will result in an error in the disposition load, since the UTC file transmitted to DHSMV requires the most up-to-date information for the citation.
- To begin the process, the county or agency will put the citation into one of the two file formats (Fixed Length or "|" Delimited Length), after having specified to the FACC System Administrator which file format will be used when going live. For files that are to be formatted in the fixed length convention, sizes and positions of data fields are listed in the *Citation Interface Definition (Fixed length)* table. For files that are to be formatted in the delimited length convention, fields will be separated by the "|" character, and are listed in the *Citation Interface Definition (Variable length records with fields separated by "|")* table. A copy of *Citation Interface Definition (Variable length records with fields separated by "|")* table can be obtained by contacting the FACC System Administrator.
- Each record within the file must have an "update type" established, i.e. either an "ADD," "UPDATE," or "DELETE" (A, U, or D, respectively). Establishing an update type will determine the action taken by the interface with respect to the incoming file. An "A," for "add," is used to identify a new citation being imported that has not already been incorporated into the Central Site database. An "update," identified by the "U" type code, is used to identify an update or modification to an existing citation and will consequently replace the existing citation with the new information. A "delete," or "D," identifies a citation that was previously sent in error and will be deleted from the Central Site database. Additionally, if the record is established as an "ADD", the program will ensure there are no matching records in the citation history table, to avoid duplication. However, if the record is established as an "UPDATE" or "DELETE", the interface will check for the existing matching citation to either update (replace) or delete the record. If no existing matching citation is found for an "UPDATE", the citation will be treated as an "ADD".
- Upon completion of these steps, the file will be sent from the county's gateway to the central site and be loaded in one of two methods (Automatic or Manual). The files submitted by individual counties will be placed into the "Input" directory. All citations will be loaded automatically unless there are notable reasons why the file should be loaded manually, with central site System Administrators making the decision as to when to manually load the file.
- Finally, the file will be checked for errors. For instance, if an attempt is made to add a citation that currently exists, or a citation record contains invalid data, then an error file will be generated listing the citation that caused the error and sent

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back to the county for correction. The error file format is shown below; the file name will be the same as the input file, but with an extension ".rpt".

- The file may also generate errors during the database load step; if so, the database error file (original file name followed by an extension ".log") will show the records which gave an error, and indicate the nature of the error. Errors in this file often indicate a programming problem or lack of validation, and these should be given particular attention to avoid a recurrence of the error.
- The data sent to Central Site in the citation file will be used in the input to the arrest records extracted for DHSMV (when a new citation is added) and to the UTC extract for DHSMV (when a citation is disposed).
- All errors that a county receives from either Central Site or DHSMV should be corrected in the following manner: A record with an update type of "delete," or "D" needs to be transmitted. It is important that this record is followed by a record with an update type of "add," or "A" in order to ensure that the record is retransmitted to DHSMV.
- The County does electronically receive their DHSMV error reports directly from Central Site.

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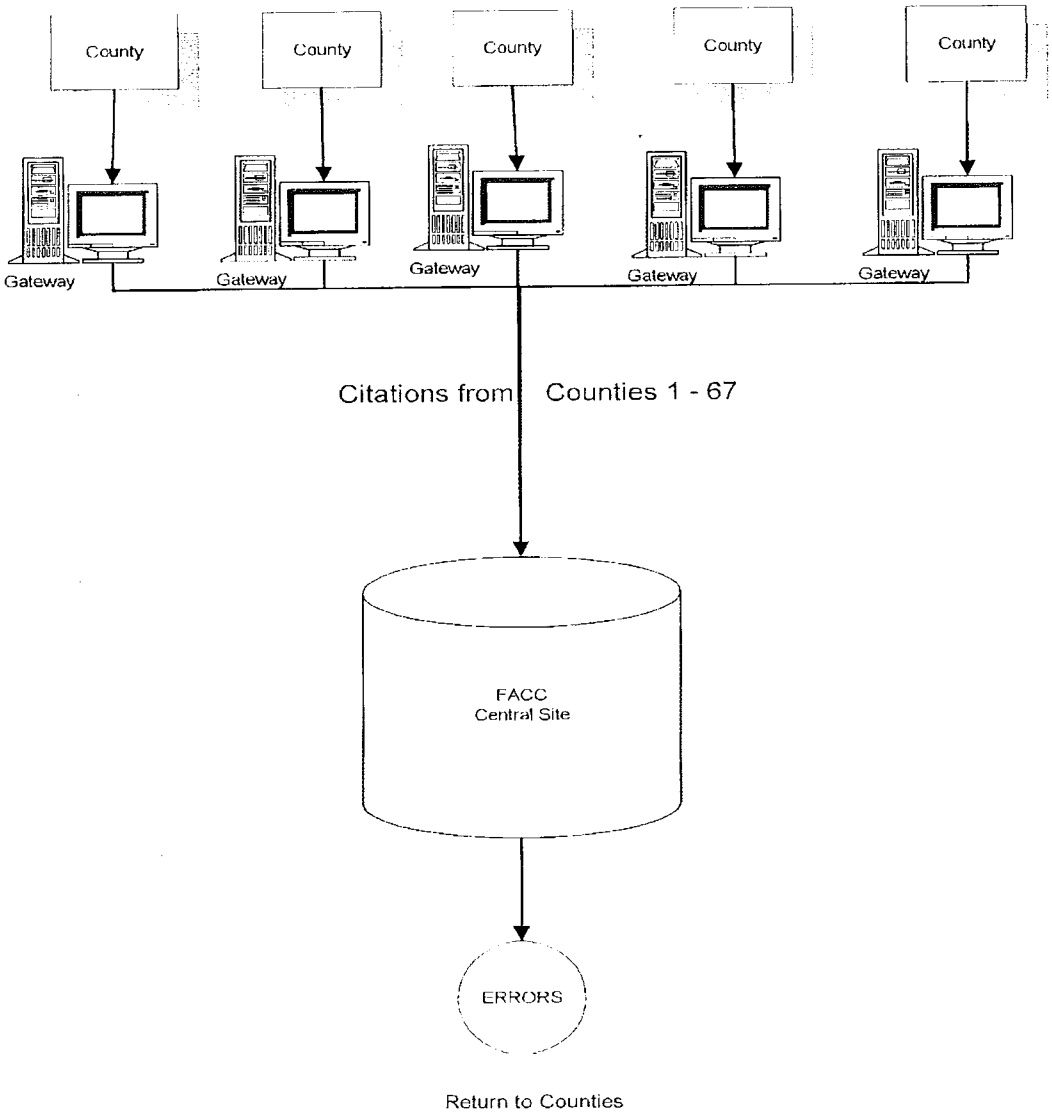
Citation Transmittal Process



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Citation Interface Definition

The Citation Interface will be used to transmit citation information electronically from a county to TCATS central site. The format can be fixed witdth or variable length records with fields separated by "|".

Citation Interface Definition							
ID	Field Description	Data Type	Max Field Size	Start	End	M/O/C	Comments
1	Update Type	A	1	1	1	M	"A" indicates a new citation addition, "U" identifies an existing citation to be updated within the database, and "D" is typically used to identify a citation that has errored out at DHSMV and needs to be deleted.
2	Citation Number	A/N	20	2	21	M	No hyphens will be accepted. Example: "12345AB" is correct, as opposed to "12345-AB". The citation must have a valid format: it must be 7 characters long. Field has been increased for future TCATS enhancements.
3	Check Digit	A/N	1	22	22	O	The check digit for the citation. It must be either a numeric digit, or the letter "X"; it may be left blank if unknown.
4	County Number	N	2	23	24	M	DHSMV county number where violation occurred (values 01-67, see Appendix B) NUMBER ONLY – Right justify the number, fill with Zeros to the left. The county number in the data must match the county number in the file name.
5	Jurisdiction Number	N	2	25	26	M	Jurisdiction Number of the location where violation occurred. See Appendix A for city numbers and county seat numbers. Use number for county seat if violation occurred in an unincorporated area. NUMBER ONLY – Right justify the number, fill with Zeros to the left
6	City Name	A/N	20	27	46	O	Full name of city where violation occurred.
7	Issue Agency Type	A/N	1	47	47	M	Agency Type (e.g. 1=FHP, 2=city police, 3=sheriff's office, 4=other)
8	Issue Agency Code	N	2	48	49	O	Use Agency Type, zero-filled.
9	Issue Agency Name	A/N	20	50	69	C	Agency Name: required if agency type =2 or 4.
10	Day of Week	A/N	4	70	73	O	Up to 4 char abbreviation for day of week (MOND, TUES, WEDN, THUR, FRID, SATU, SUND)
11	Offense Date	DATE	10	74	83	M	Format: MM/DD/YYYY Ex. 07/07/2001. Future dates will be rejected.
12	Offense Time	DATE	5	84	88	C	Format HH:MM Ex. 08:30. Do Not Use Military Time.
13	Offense Time (am/pm)	A/N	1	89	89	C	Values "A"=am, "P"=pm, or blank if unknown.
14	Driver – First Name	A	80	90	169	M	In addition to upper-case alphabetic characters (A-Z), hyphen ("-"), aposttrphe " ' " are allowed.
15	Driver – Middle Name	A	80	170	249	C	Blank if driver has no middle name, otherwise provide value.
16	Driver – Last Name	A	80	250	329	M	In addition to upper-case alphabetic characters (A-Z), hyphen ("-"),aposttrphe " ' " are allowed.
17	Driver – Suffix	A/N	1	330	330	O	Violator name suffix: "J" for 'junior', "S" for 'senior', "2" for 'the second', "3" for 'the third', etc.; leave blank if no suffix in driver's name or if driver's name is "the first".

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ID	Field Description	Data Type	Max Field Size	Start	End	M/O/C	Comments
				Citation Interface Definition			
18	Street Address	A/N	30	331	360	C	Driver's street address. Field is required if license number (field 28) is not provided, or if license is from out of state. Only characters allowed are A-Z, 0-9, "#" (number sign), "-" (hyphen), "/" (forward slash, needed for half-numbers in address), and blank. Use "GENERAL DELIVERY" if unknown.
19	Address diff than Driver License	A/N	1	361	361	O	'Y' if address different than on driver license
20	City	A/N	20	362	381	C	Driver's address (city). Field is required if license number (field 28) is not provided, or if license is from out of state. Use County Seat where citation was issued if not known.
21	State of Driver's Address	A/N	2	382	383	C	Driver's address state code (See Appendix A). Field is required if license number (field 28) is not provided, or if license is from out of state. Use value 'CD' for Canadian addresses and 'MX' for Mexico (all provinces); use 'FF' for other foreign countries.
22	Zip Code	A/N	9	384	392	C	Driver's address (zip code). Field is required if license number (field 28) is not provided, or if license is from out of state. Value "00000" may be used if zip is unknown.
23	Telephone	A/N	10	393	402	O	10 digits, no hyphen Ex. 8502985600
24	Birth Date	DATE	10	403	412	C	Format: MM/DD/YYYY Ex. 07/07/2001; all zeros if unknown and a Field 28 has a value. Field is required if license number (field 28) is not provided, or if license is from out of state, if unknown use default Date of Birth of '01/01/1900'.
25	Race	A/N	1	413	413	O	W – White, B – Black, I – Indian American, A – Asian, H – Hispanic, O - other
26	Sex	A/N	1	414	414	C	M or F; blank if unknown. Field is required if license number (field 28) is not provided, or if license is from out of state.
27	Height	A/N	3	415	417	O	Only numbers, Ex. 6'10" should be 610
28	Driver License Number	A/N	25	418	442	C	Full license number, **excluding** hyphens. Leave blank if unknown (values "NONE", "NOT CARRIED", etc. are not valid). A Florida driver's license, if non-blank, must be 13 characters long, may not contain any embedded spaces Enter "OOS" for out of state drivers within the US , Canada or Mexico. "NDL" for driver's licenses from other countries. Blank if FL license and number is unknown.Alpha characters must be capitalized.
29	Driver License State	A/N	2	443	444	C	Must be provided if field 28 is not blank; may be provided even if field 28 is blank (to indicate state of license even if license # is unknown). Blank value will default to "FL" if field 21 is set to "FL". Use value 'CD' for Canadian licenses (all provinces);use MX for Mexico;use 'FF' for other foreign (See Appendix A).
30	Driver License Class	A/N	4	445	448	M	Specify the class(values 'A', 'B', 'C', 'D', 'E', 'O' or 'U' for unknown).
31	Driver License Expire Year	DATE	4	449	452	O	Format: YYYY Ex. 2001; "0000" if unknown
32	Commercial Vehicle Code	A/N	1	453	453	M	'Y' for yes if commercial vehicle; 'N' for non-commercial vehicles or unknown.

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ID	Field Description	Data Type	Max Field Size	Start	End	M/O/C	Comments
			Citation Interface Definition				
33	Vehicle Year	DATE	4	454	457	C	Format: YYYY Ex. 2001; "1900" if unknown. Blank if pedestrian or bicycle.
34	Vehicle Make	A/N	15	458	472	C	Ex: "FORD", "GM" "UNKNOWN" if unknown. Blank if pedestrian or bicycle. See Appendix F
35	Vehicle Style	A/N	10	473	482	C	Ex: "TRUCK"; "UNKNOWN" if unknown. Blank if pedestrian or bicycle. See Appendix F
36	Vehicle Color	A/N	7	483	489	C	"UNKNOWN" if unknown. Blank if pedestrian or bicycle. See Appendix F
37	Hazardous Materials	A/N	1	490	490	M	"Y" Vehicle Placarded for Haz. Mat. 'N' otherwise.
38	Vehicle Tag Number	A/N	10	491	500	C	NO HYPHENS – ONLY CHARACTERS
39	Vehicle Trailer Tag Number	A/N	10	501	510	O	NO HYPHENS - ONLY CHARACTERS
40	Vehicle State	A/N	2	511	512	C	See Appendix A for State Codes.
41	Vehicle Tag Expiration Year	DATE	4	513	516	C	Format: YYYY Ex. 2001; Required if vehicle was involved in the offense, may be left blank for pedestrian, bicycle, or no tag offense. For "Permanent Registration" leave expiration date blank and put 'Y' in field 134 (Permanent Registration).
42	Companion Citation	A/N	1	517	517	O	'Y' for yes or leave blank
43	Violation Location	A/N	35	518	552	O	Brief descr. Of viol. location
44	Distance – Feet	N	5	553	557	O	Violation location: distance in feet from a landmark. NUMBER ONLY – Right justify the number, fill with Zeros to the left; all zeros if N/A
45	Distance – Miles	N	5	558	562	O	Violation location: distance in miles from nearest town. NUMBER ONLY – Right justify the number, fill with Zeros to the left; all zeros if N/A
46	Direction N	A/N	1	563	563	O	Violation location: 'N' for North, or leave field blank
47	Direction S	A/N	1	564	564	O	Violation location: 'S' for South, or leave field blank
48	Direction E	A/N	1	565	565	O	Violation location: 'E' for East, or leave field blank
49	Direction W	A/N	1	566	566	O	Violation location: 'W' for West, or leave field blank
50	Of Node	N	10	567	576	O	Identification of node (required on UTC by some counties). NUMBER ONLY – Right justify the number, fill with Zeros to the left; all zeros if N/A.
51	Actual Speed	N	3	577	579	C	NUMBER ONLY – Right justify the number, fill with Zeros to the left; "000" if N/A. Required for speeding violations.
52	Posted Speed	N	2	580	581	C	NUMBER ONLY – Required for speeding violations where posted speed is exceeded. "00" if N/A
53	Hwy 4 Lane	A/N	1	582	582	O	'Y' for yes, or leave field blank
54	Hwy Interstate	A/N	1	583	583	O	'Y' for yes, or leave field blank
55	Violation – Careless	A/N	1	584	584	O	'Y' for yes, or leave field blank
56	Violation – Device	A/N	1	585	585	O	'Y' for yes, or leave field blank
57	Violation – ROW	A/N	1	586	586	O	'Y' for yes, or leave field blank
58	Violation – Lane	A/N	1	587	587	O	'Y' for yes, or leave field blank
59	Violation – Passing	A/N	1	588	588	O	'Y' for yes, or leave field blank
60	Violation - Child Restraint	A/N	1	589	589	O	'Y' for yes, or leave field blank
61	Violation – DUI	A/N	1	590	590	O	'Y' for yes, or leave field blank

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ID	Field Description	Data Type	Max Field Size	Start	End	M/O/C	Comments
				Citation Interface Definition			
62	Blood Alcohol Level	A/N	4	591	594	C	No decimal point should be present; a blood alcohol level of .080% may be represented as either "080 " with a trailing blank, or "0080". Blank for non-DUI violations, non-alcohol DUI violations, refused blood alcohol test, or if level not provided.
63	Violation Seatbelt	A/N	1	595	595	O	'Y' for yes, or leave field blank
64	Violation – Equipment	A/N	1	596	596	O	If improper or unsafe equipment, enter 'Y' for Yes or leave field blank.
65	Violation Tag – Less	A/N	1	597	597	O	Tag expired for 6 months or less 'Y' for yes, or leave field blank
66	Violation Tag – More	A/N	1	598	598	O	Tag expired longer than 6 months 'Y' for yes, or leave field blank
67	Violation – Insurance	A/N	1	599	599	O	No proof of insurance 'Y' for yes, or leave field blank
68	Violation – Expired Driver License	A/N	1	600	600	O	'Y' for yes or leave field blank
69	Violation – Exp Dr. License. More	A/N	1	601	601	O	Driver license expired more than 6 months: 'Y' for yes, or leave field blank
70	Violation – No Valid Driver License	A/N	1	602	602	O	License not valid, 'Y' or leave blank
71	Violation – Suspended License.	A/N	1	603	603	O	Driving w/ suspended/revoked license 'Y' for yes, or leave blank
72	Other Comments	A/N	90	604	693	O	
73	Violation – Code	N	3	694	696	M	The DHSMV violation code for the offense (see DHSMV's Appendix C).
74	FL DL Edit Override	A	1	697	697	C	A value of "Y" to override the TCATS Central Site Florida Driver's License edit, this is ONLY for citations that have previously had a Florida DL # error from TCATS. Blank otherwise.
75	State Statute Indicator	A/N	1	698	698	M	Should always be 'Y' for yes.
76	Section	A/N	11	699	709	M	Chapter should occupy first 3 positions, followed by section (e.g. "316183").Special Characters are not allowed.(ie. "-",".","("}"). No space between Chapter and Subsection allowed.Left justified. Subsection should be provided in Sub-section field not in Section field.
77	Sub – Section	A/N	11	710	720	C	Required if the specified section has subsection(s). Parentheses and Periods are not allowed: e.g. "3c1" not "(3)(c).1". Letters must be lowercase.Left Justified
78	Crash – Y/N	A/N	1	721	721	M	'Y' for crash, 'N' otherwise
79	Property Damage – Y/N	A/N	1	722	722	M	'Y' for property damage. 'N' otherwise
80	Property Damage Amount	MONEY	6	723	728	O	NO DECIMALS, whole dollar amounts; all zeros if N/A
81	Injury – Y/N	A/N	1	729	729	M	'Y' for injury. 'N' otherwise.
82	Serious Injury – Y/N	A/N	1	730	730	M	'Y' for Serious Injury. 'N' otherwise
83	Fatal Injury – Y/N	A/N	1	731	731	M	'Y' for Fatal. 'N' otherwise

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ID	Field Description	Data Type	Max Field Size	Start	End	M/O/C	Comments
							Citation Interface Definition
84	Method of Arrest	N	1	732	732	O	1 – Visual 3 – Radar 4 – Aircraft 5 – Laser Use value '1' if radar or aircraft is not specified by law enforcement officer in Comments box. Value can be zero if method of arrest is completely unknown, or it can be defaulted to 1.
85	Criminal Viol. Court App Required	A/N	1	733	733	O	Indicates that this is a criminal violation which requires a court appearance: 'Y' for yes, or leave blank.
86	Infraction Court App Required	A/N	1	734	734	O	Indicates that this is an infraction which requires a court appearance: 'Y' for yes, or leave blank.
87	Infraction No Court App Required	A/N	1	735	735	O	Indicates that this is an infraction which does not require a court appearance: 'Y' for yes, or leave blank.
88	Court Date	DATE	10	736	745	O	Format: MM/DD/YYYY Ex. 07/07/2001; zeros if N/A
89	Court Time	DATE	5	746	750	O	Format HH:MM Ex. 08:30; "00000" if N/A
90	Court Name	A/N	30	751	780	O	
91	Court Time (am/pm)	A	1	781	781	C	A=AM, P-PM, null if unknown
92	Court Address 1	A/N	50	782	831	O	
93	Court City	A/N	20	832	851	O	
94	Court State	A/N	2	852	853	O	
95	Court Zip	A/N	9	854	862	O	
96	Arrest Delivered To	A/N	22	863	884	O	Place arrested person taken to.
97	Arrest Delivered Date	DATE	10	885	894	O	Format: MM/DD/YYYY Ex. 07/07/2001; zeros if N/A
98	Officer Rank	A/N	10	895	904	O	
99	Officer – First Name	A/N	15	905	919	M	
100	Officer – Middle Name	A/N	15	920	934	O	
101	Officer – Last Name	A/N	20	935	954	M	
102	Officer – Badge Number	A/N	10	955	964	M	
103	Officer ID	N	5	965	969	M	NUMBER ONLY – Right justify the number, fill with Zeros to the left. If Officer Id is longer than 5 characters then use the first 5 numbers.
104	Trooper Unit	A/N	15	970	984	O	
105	BAL .08 or Above	A/N	1	985	985	C	'Y' if driver surrendered to test of alcohol level, and if the BAL measured .080 or above, as indicated in the box 'Driving with an unlawful blood alcohol level' on the Florida DUI uniform traffic citation; blank otherwise
106	DUI Refuse Y/N	A/N	1	986	986	M	'Y' if driver refused test of alcohol level, 'N' otherwise.
107	DUI license surrendered – Y/N	A/N	1	987	987	M	'Y' if driver surrendered their license to the arresting officer. 'N' otherwise.
108	DUI license RSN	A/N	20	988	1007	C	Reason license NOT surrendered
109	DUI eligible – Y/N	A/N	1	1008	1008	M	'Y' if eligible for 30-day temporary permit, or 'N' otherwise.
110	DUI eligible – RSN	A/N	20	1009	1028	C	Reason NOT eligible for permit
111	DUI BAR office	A/N	20	1029	1048	C	Location of the Administrative Reviews office
112	Status	A/N	1	1049	1049	M	"A" is for active citations "I" is for inactive citations "D" is for deleted citations

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Citation Interface Definition							
ID	Field Description	Data Type	Max Field Size	Start	End	M/ O/ C	Comments
113	Aggressive Driver Flag	A	1	1050	1050	M	Value "Y" for aggressive careless driver citation, "N" otherwise.
114	Criminal indicator	A	1	1051	1051	M	Value 'Y' if this is a criminal violation, 'N' if a civil violation. This field is required for online payment of traffic fines via IPAS; it can be blank otherwise.
115	Fine amount	MONEY	7	1052	1058	O	Fine amount on citation (for civil violations only); format 9999.99 (decimal point required). Zero if not known or for criminal violations. This field is required for online payment of traffic fines via IPAS.
116	Filler	A	25	1059	1083	O	Blank
117	Issue/Arrest Date	DATE	10	1084	1093	O	Issue Date of Citation to violator. Format MM/DD/YYYY (ex. 07/07/2001)
118	Officer Delivery Verification	A	1	1094	1094	M	'Y' if ecitation and officer delivered vitiation to violator. 'N' otherwise.
119	Due Date	Date	10	1095	1104	O	Date Citation is Due for Payment. Red Light Camera Violations Only.
120	Motorcycle	A	1	1105	1105	M	"Y" if motocycle is indicated on the citation. "N" if not indicated.
121	16 Passenger Vehicle	A	1	1106	1106	M	"Y" if 16 passenger vehicle is indicated on the citation. "N" otherwise.
122	Officer Re-exam Flag	A	1	1107	1107	M	"Y" if officer indicated re-exam on the citation; "N" other wise.
123	DUI Violation – Passenger Under 18	A	1	1108	1108	M	"Y" if DUI and passenger under 18 was present. "N" otherwise.
124	E-citation Indicator	A	1	1109	1109	M	"Y" if electronic citation; "N" for paper citation
125	Name Change	A	1	1110	1110	M	"Y" if used to indicate a name change. 'N' otherwise.
126	Commercial DL	A	1	1111	1111	M	"Y" if commercial DL. "N" if non-commercial DL. "U" Unknown.
127	GPS Lat	A/N	8	1112	1119	O	Latitude in decimal degrees from GPS coordinates of violation. This value will always be a positive number in the range of 24.0000 to 31.5000
128	GPS Long	A/N	8	1120	1127	O	Longitude in decimal degrees from GPS coordinates of violation. This value will always be a negative number in the range of -88.0000 to -79.0000.
129	Violation- Signal Red Light	A	1	1128	1128	O	'Y' if a red light violation. Blank otherwise.
130	Violation – Workers Present	A	1	1129	1129	O	'Y" if construction workers present. Blank otherwise.
131	Violation – Handheld	A	1	1130	1130	O	'Y' if yes. Blank Otherwise
132	Violation – School Zone	A	1	1131	1131	O	'Y' if yes. 'Blank Otherwise
133	Agency Identifier	A/N	5	1132	1136	O	
134	Permanent Registration	A	1	1137	1137	M	'Y' for permanent registration 'N' otherwise.
135	Compliance Date	Date	10	1138	1147	O	Date the violator must pay the citation
136	Speed Measuring Device ID	A/N	20	1148	1167	O	ID of device used to measure speed for speeding violations.
137	DL Seize	A	1	1168	1168	O	'Y' for yes, or leave blank.Optional Field to provide law enforcement with a way to denote on record the seizure of a license.

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Citation Interface Definition							
ID	Field Description	Data Type	Max Field Size	Start	End	M/O/C	Comments
138	Business	A	1	1169	1169	C	'Y' if violator is a business. Blank Otherwise. (toll/red-light camera violations only.)
	TRAILER RECORD						
1	End of file label	A	3	1	3	M	Value "EOF"
2	Separator	A/N	1	4	4	M	Value "|" ('pipe' symbol)
3	Number of records	N	11	5	15	M	Number of records in file (not including trailer), right-adjusted, blank-filled
4	Final separators	A/N	2	16	17	M	Value "||" (2 pipe symbols)

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Citation Error Report File (Fixed Length)

One Citation Error Report File will be created for each imported citation file, and will be transmitted to the originating county of the citation file so that errors can be corrected and citations can be retransmitted to TCATS central site. This file is always in fixed-length format. For a list of possible error messages, see TCATS Appendix C in this document.

Citation Error Report File Definition (Fixed Length)							
ID	Field Description	Data Type	Max Field Size	Start	End	M/O/C	Comments
1	Update Type	A	1	1	1	M	The update type which was used in the input citation file ("A" - Add, "U" – Update, "D"- Delete).
2	Filler	A	1	2	2	O	Blank
3	Citation Number	A/N	7	3	9	M	The citation number from the input citation file.
4	Check Digit	A/N	1	10	10	M	The check digit for the citation from the input file.
5	Filler	A	1	11	11	O	Blank
6	County Number	N	2	12	13	M	DHSMV county number from the input citation file
7	Filler	A	1	14	14	O	Blank
8	Error message	A/N	80	15	94	M	Error message identifying the cause of the error

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Dispositions From Counties

Disposition Data Interface Description

The process of sending a disposition to the Central Site (FACC) is as follows:

- To begin the process, the county or agency will put the disposition into one of the two file formats (Fixed Length or "|" Delimited Length), after having specified to the FACC System Administrator which file format will be used when going live. For files that are to be formatted in the fixed length convention, sizes and positions of data fields are listed in the *Disposition Interface Definition (Fixed Length)* table. For files that are to be formatted in the delimited length convention, fields will be separated by the "|" character, and are listed in the *Disposition Interface Definition (Variable length records with fields separated by "|")* table. A copy of *Disposition Interface Definition (Variable length records with fields separated by "|")* table can be obtained by contacting the FACC System Administrator.
- The files submitted by individual counties will be placed into the "Input" directory. Each record within the file must have an "update type" of an "ADD," or "A". An "A," for "add," is used to identify a new disposition or supplemental disposition being imported that has not already been inserted into the Central Site database. Additionally, if the record is established as an "ADD", the program will ensure there are no matching records in the disposition history table, to avoid replication.
- Upon completion of these steps, the file will be sent from the county's gateway to central site and be loaded in one of two methods (Automatic or Manual). All dispositions submitted from individual counties will be loaded automatically unless there are notable reasons why the file needs to be loaded manually, with central site System Administrators making the decision as to when to manually load the file.
- Finally, the file will be checked for errors. For instance, if an attempt to add an original disposition that currently exists, then an error file will be generated with the disposition that caused the error and sent back to the county for correction. The error file will be formatted as described below in the "Disposition Error Report File; it will have the same filename as the file sent by the county, but with a ".rpt" extension, indication that it is an error report file.
- The data sent to Central Site in the disposition file will be used (with the citation data) in the input to the UTC extract which is sent to DHSMV for disposed citations. Since the citation data is essential to this process, it is important that an updated citation record be sent to TCATS central site at the same time as the disposition is sent.
- The County does electronically receive their DHSMV error reports directly from Central Site.

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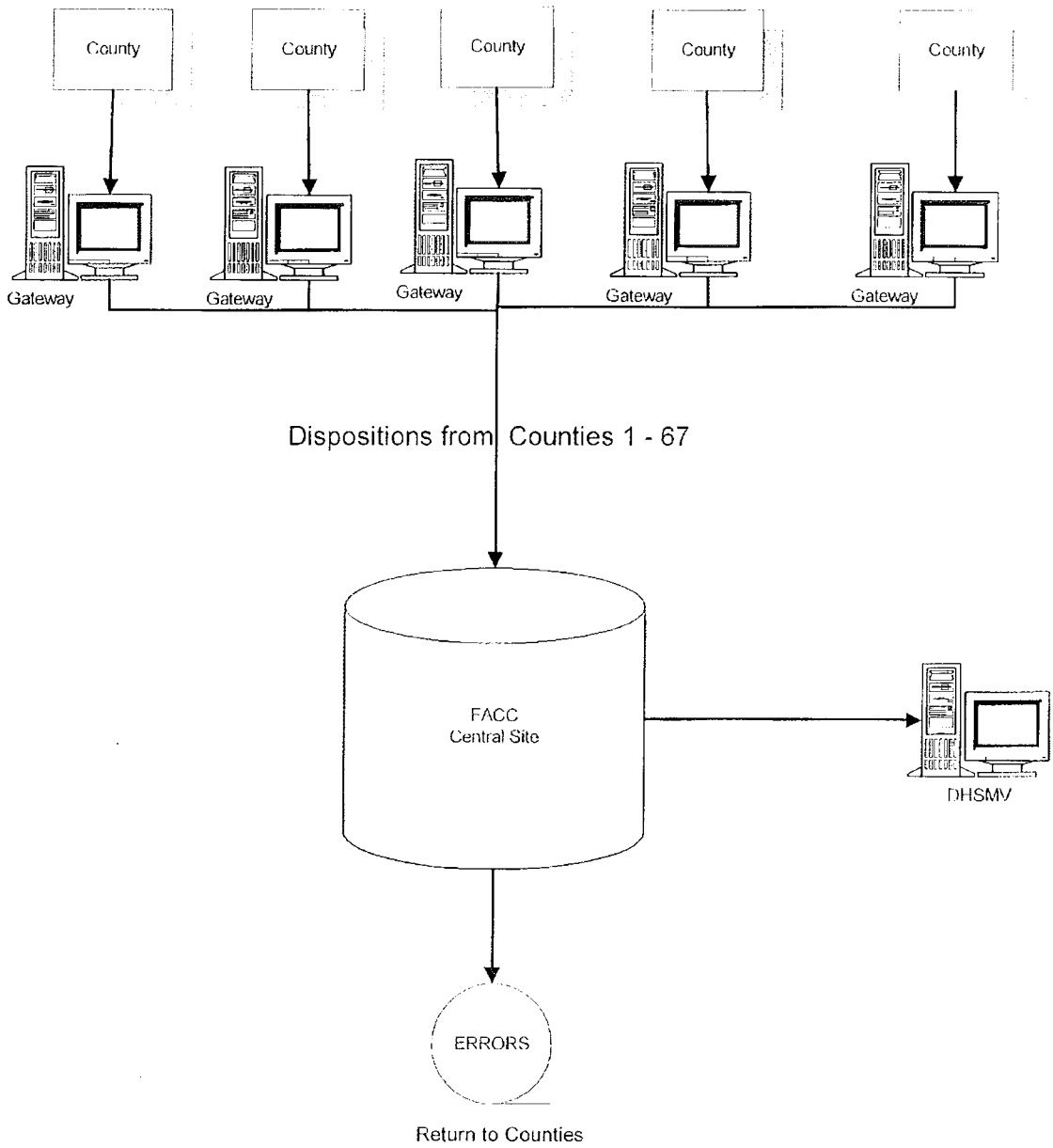
Disposition Transmittal Process



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Disposition Interface Definition (Fixed Length)

The Disposition Interface (Fixed Length) will be used to transmit citation information electronically from a county to TCATS central site. Because the counties can send up to thirty distributions for the disbursements of the citation fine, the following fields are repeated thirty times for distributions: Account, Entitlement Amount, Actual Amount, and Reason for Difference.

Disposition Interface Definition							
No.	Field Description	Data Type	Max Field Size	Start	End	M/O	Comments
1	Update Type	A/N	1	1	1	M	"A" indicates a new disposition/supplemental disposition addition.
2	Citation Number	A/N	20	2	21	M	No hyphens will be accepted. Example: "12345AB" is correct, as opposed to "12345-AB".
3	Case Number	A/N	20	22	41	O	
4	Docket Number	A/N	20	42	61	O	
5	Disposition Type	N	4	62	65	M	NUMBER ONLY – Right justify the number, fill with Zeros to the left. Use value "0001" when a citation is first disposed, increase number to "0002" for a supplemental disposition record. Subsequent supplemental dispositions may continue to use "0002".
6	Disposition Date	DATE	10	66	75	M	Format = MM/DD/YYYY Ex. 10/10/2001
7	Disposition Amount	MONEY	7	76	82	O	Total fines and fees for this offense; format = 9999.99, no comma, Include decimal. The right 2 places are for the cents, the 3rd position from the right must contain the decimal.
8	Next Disposition Date	DATE	10	83	92	O	Date of next disposition event, e.g. if there is a partial payment and the next payment is due on this date. Format = MM/DD/YYYY Ex. 10/10/2001
9	Disposition Days	N	3	93	95	O	Number of days until the next disposition event, e.g. next payment is due in 30 days. Format = 999 NUMBER ONLY – Right justify the number, fill with Zeros to the left
10	Payment Amount	MONEY	7	96	102	C	Amount paid by violator. Mandatory if payment received for disposition of this citation. Format = 9999.99 No comma, Include decimal. The right 2 places are for the cents, the 3rd position from the right must contain the decimal.
11	Payment Type	N	4	103	106	O	Payment type (may use any convenient county-defined code); or leave all zeros
12	Payment Date	DATE	10	107	116	O	Format = MM/DD/YYYY Ex. 10/10/2001
13	Payment Time	TIME HOUR TO SECOND	8	117	124	O	Format = XX:XX:XX Ex. 09:15:31

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Disposition Interface Definition							
ID	Field Description	Data Type	Max Field Size	Start	End	M/O/C	Comments
14	Process Date	DATE	10	125	134	O	Date disposition entered into local traffic management system. Format = MM/DD/YYYY Ex. 10/10/2001
15	County Number	N	2	135	136	M	DHSMV county number (see Appendix B) NUMBER ONLY – Right justify the number, fill with Zeros to the left
16	Statute Number	A/N	11	137	147	M	
17	Subsection	A/N	11	148	158	O	Subsections cannot contain a parenthesis, periods and letters must be lowercase. Ex. "(a)" will not be accepted.
18	Statutory Fine	MONEY	7	159	165	O	Format = 9999.99 No comma, Include decimal. The right 2 places are for the cents. And the 3rd position from the right must contain the decimal.
19	Actual Fine	MONEY	7	166	172	C	Court ordered fine amount. Mandatory if fine amount is associated with violation. Format = 9999.99No comma, Include decimal. The right 2 places are for the cents, the 3rd position from the right must contain the decimal.
20	Reason for Difference	N	4	173	176	O	Values:0000 = no difference, 0001 = fine reduced because defendant elected to attend traffic school, 0002 = credit given for community service or jail time, 0003 - fine set by court, 9999 = other. NUMBER ONLY – Right justify the number, fill with Zeros to the left
21	SSN	N	9	177	185	O	Transmit value of ('000000000") for all dispositions.
22	Violation Code	N	3	186	188	M	DHSMV violation code derived from statute according to DHSMV's Appendix C list.
23	Disposition County	N	2	189	190	M	DHSMV county number where case is disposed (could be different from field 15 if the disposition occurs in a county other than the county the citation occurred in). See Appendix B for county numbers.
24	Disposition City	N	2	191	192	M	City number where the fine was paid or the case adjudicated (see Appendix A for city codes.)
25	Court Type	N	1	193	193	M	1 = County; 2 = Circuit; 3 = Federal; 4 = Magistrate/Hearing Officer
26	Department Court Code	A/N	1	194	194	C	Suspension/revocation by court or departmental action. Allow C (=court) or D (=departmental) or Blank. Must be provided for DUI offenses. Otherwise leave blank. See Appendix D of ICD for full details.
27	Court Time	A/N	1	195	195	C	Length of suspension/revocation. Must be non-blank for DUI offenses; values 1 (1 year), 6 (6 months), M (maximum), N (minimum), X (any other time period recommended by the court). Blank if not DUI offense.See Appendix D of ICD for full details.

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Disposition Interface Definition							
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
28	Represented by Counsel	A/N	1	196	196	C	Must be provided for DUI offenses. 1 = Represented; 2 = Counsel Waived; Blank = Unknown.
29	Disposition Verdict	A/N	1	197	197	M	This field triggers the sending of a UTC disposition record to DHSMV. 1=guilty, 2=not guilty, 3=dismissed, 4=paid fine or civil penalty, 6=estreated or forfeited bond, 7=adjudication withheld on all criminal FS 322.34 only, 8=nolle prosequi, 9=adjudged delinquent (juvenile), A=adjudication withheld by judge, B=Other, C=adjudication withheld by clerk (school election), D=adjudication withheld by clerk (plea Nolo Contendere and proof of compliance). E= Set Aside/Vacated by courts
30	Court Sentence	N	1	198	198	C	Only enter a value if field 29 is "1". 1=served time, 2=sentence withheld or suspended, 3=probation, 5=fine and/or costs, 6=license action only, 7=other, 9=Incarceration. Send actual suspension length in "Post Incarceration Length of Revocation field". 0=no sentence or null for any other value in field 29.
31	Supplemental Code	A/N	1	199	199	C	"S" is used to send a change to a disposition which was sent previously. Blank otherwise.
32	Type of Trial	N	1	200	200	M	0 = No trial; 1 = Jury; 2 = Non-jury
33	Court Ordered Reexam	A/N	1	201	201	C	Value "Y" for reexam, blank otherwise.
34	Court Revocation/ Suspension	N	1	202	202	C	See Appendix D of ICD: 0=no action by court 1=suspension, 2=court directed revocation, 3=revocation for convictions with mandatory revocations specified in statute, 4=fatality. Must be present for a criminal violation which requires a mandatory license suspension or revocation Value 3 is used except for violation codes 147, 446, 447, 160, 161, 162,and 247. Values 1 and 2 are only used to add the statement "SUSP/REV DIRECTED BY THE COURT" to the individual's record); Use zero for DUI violations (revocation info for DUI is in fields 26, 27); Use zero for all other criminal violations.
35	Length of License Revocation	N	7	203	209	C	Format yymmddd, e.g. 1000000=10 years, 0012000=12 months, 0000365=365 days. Must be present for a criminal violation which requires a mandatory license suspension or revocation; value is zeros otherwise. Value is zeros if field 34 is '4'. If field 27 is 'X', this field must have a value greater than 179 days. Fill with "0000000" if court wants DHSMV to suspend or revoke as mandatory. See Appendix D of ICD for full details.
36	License Received Flag	A/N	1	210	210	O	Value "Y" if license was confiscated, blank otherwise.

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Disposition Interface Definition							
ID	Field Description	Data Type	Max Field Size	Start	End	M/O	Comments
37	Date Received	DATE	10	211	220	O	Format = MM/DD/YYYY Ex. 10/10/2001
38	Receipt Number	A/N	12	221	232	O	Unique Identifier of the Distributions
39	Fund Account 1	A/N	5	233	237	O	The code of Accounts the citations are disbursed to (can use county's internal code).
40	Entitlement Amount	MONEY	9	238	246	O	Expected distribution amount to account. Format = 999999.99 No comma, include decimal. The right 2 places are for the cents. And the 3rd position from the right must contain the decimal.
41	Actual Amount	MONEY	9	247	255	O	Actual distribution amount to account. Format = 999999.99 No comma, include decimal. The right 2 places are for the cents. And the 3rd position from the right must contain the decimal.
42	Reason for Difference	N	4	256	259	O	Reason Code for difference in amount NUMBER ONLY – Right justify the number, fill with Zeros to the left. Values:0000 = no difference, 0001 = fine reduced because defendant elected to attend traffic school, 0002 = credit given for community service or jail time, 0003 - fine set by court, 9999 = other
43	Fund Account 2	A/N	5	260	264	O	The code of Accounts the citations are disbursed to (can use county's internal code).
44	Entitlement Amount	MONEY	9	265	273	O	Expected distribution amount to account. Format = 999999.99 No comma, include decimal. The right 2 places are for the cents. And the 3rd position from the right must contain the decimal.
45	Actual Amount	MONEY	9	274	282	O	Actual distribution amount to account. Format = 999999.99 No comma, include decimal. The right 2 places are for the cents. And the 3rd position from the right must contain the decimal.
46	Reason for Difference	N	4	283	286	O	Reason Code for difference in amount NUMBER ONLY – Right justify the number, fill with Zeros to the left
47	Fund Account 3	A/N	5	287	291	O	The code of Accounts the citations are disbursed to (can use county's internal code).
48	Entitlement Amount	MONEY	9	292	300	O	Expected distribution amount to account. Format = 999999.99 No comma, include decimal. The right 2 places are for the cents. And the 3rd position from the right must contain the decimal.
49	Actual Amount	MONEY	9	301	309	O	Actual distribution amount to account. Format = 999999.99 No comma, include decimal. The right 2 places are for the cents. And the 3rd position from the right must contain the decimal.
50	Reason for Difference	N	4	310	313	O	Reason Code for difference in amount NUMBER ONLY – Right justify the number, fill with Zeros to the left
51	Fund Account 4	A/N	5	314	318	O	The code of Accounts the citations are disbursed to (can use county's internal code).

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Disposition Interface Definition							
[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
52	Entitlement Amount	MONEY	9	319	327	O	Expected distribution amount to account. Format = 999999.99 No comma, include decimal. The right 2 places are for the cents. And the 3rd position from the right must contain the decimal.
53	Actual Amount	MONEY	9	328	336	O	Actual distribution amount to account. Format = 999999.99 No comma, include decimal. The right 2 places are for the cents. And the 3rd position from the right must contain the decimal.
54	Reason for Difference	N	4	337	340	O	Reason Code for difference in amount NUMBER ONLY – Right justify the number, fill with Zeros to the left
55	Fund Account 5	A/N	5	341	345	O	The code of Accounts the citations are disbursed to (can use county's internal code).
56	Entitlement Amount	MONEY	9	346	354	O	Expected distribution amount to account. Format = 999999.99 No comma, include decimal. The right 2 places are for the cents. And the 3rd position from the right must contain the decimal.
57	Actual Amount	MONEY	9	355	363	O	Actual distribution amount to account. Format = 999999.99 No comma, include decimal. The right 2 places are for the cents. And the 3rd position from the right must contain the decimal.
58	Reason for Difference	N	4	364	367	O	Reason Code for difference in amount NUMBER ONLY – Right justify the number, fill with Zeros to the left
59	Fund Account 6	A/N	5	368	372	O	The code of Accounts the citations are disbursed to (can use county's internal code).
60	Entitlement Amount	MONEY	9	373	381	O	Expected distribution amount to account. Format = 999999.99 No comma, include decimal. The right 2 places are for the cents. And the 3rd position from the right must contain the decimal.
61	Actual Amount	MONEY	9	382	390	O	Actual distribution amount to account. Format = 999999.99 No comma, include decimal. The right 2 places are for the cents. And the 3rd position from the right must contain the decimal.
62	Reason for Difference	N	4	391	394	O	Reason Code for difference in amount NUMBER ONLY – Right justify the number, fill with Zeros to the left
63	Fund Account 7	A/N	5	395	399	O	The code of Accounts the citations are disbursed to (can use county's internal code).
64	Entitlement Amount	MONEY	9	400	408	O	Expected distribution amount to account. Format = 999999.99 No comma, include decimal. The right 2 places are for the cents. And the 3rd position from the right must contain the decimal.

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Disposition Interface Definition							
No.	Field Description	Data Type	Max Field Size	Start	End	M/O	Comments
65	Actual Amount	MONEY	9	409	417	O	Actual distribution amount to account. Format = 999999.99 No comma, include decimal. The right 2 places are for the cents. And the 3rd position from the right must contain the decimal.
66	Reason for Difference	N	4	418	421	O	Reason Code for difference in amount NUMBER ONLY – Right justify the number, fill with Zeros to the left
67	Fund Account 8	A/N	5	422	426	O	The code of Accounts the citations are disbursed to (can use county's internal code).
68	Entitlement Amount	MONEY	9	427	435	O	Expected distribution amount to account. Format = 999999.99 No comma, include decimal. The right 2 places are for the cents. And the 3rd position from the right must contain the decimal.
69	Actual Amount	MONEY	9	436	444	O	Actual distribution amount to account. Format = 999999.99 No comma, include decimal. The right 2 places are for the cents. And the 3rd position from the right must contain the decimal.
70	Reason for Difference	N	4	445	448	O	Reason Code for difference in amount NUMBER ONLY – Right justify the number, fill with Zeros to the left
71	Fund Account 9	A/N	5	449	453	O	The code of Accounts the citations are disbursed to (can use county's internal code).
72	Entitlement Amount	MONEY	9	454	462	O	Expected distribution amount to account. Format = 999999.99 No comma, include decimal. The right 2 places are for the cents. And the 3rd position from the right must contain the decimal.
73	Actual Amount	MONEY	9	463	471	O	Actual distribution amount to account. Format = 999999.99 No comma, include decimal. The right 2 places are for the cents. And the 3rd position from the right must contain the decimal.
74	Reason for Difference	N	4	472	475	O	Reason Code for difference in amount NUMBER ONLY – Right justify the number, fill with Zeros to the left.
75	Fund Account 10	A/N	5	476	480	O	The code of Accounts the citations are disbursed to (can use county's internal code).
76	Entitlement Amount	MONEY	9	481	489	O	Expected distribution amount to account. Format = 999999.99 No comma, include decimal. The right 2 places are for the cents. And the 3rd position from the right must contain the decimal.
77	Actual Amount	MONEY	9	490	498	O	Actual distribution amount to account. Format = 999999.99 No comma, include decimal. The right 2 places are for the cents. And the 3rd position from the right must contain the decimal.
78	Reason for Difference	N	4	499	502	O	Reason Code for difference in amount NUMBER ONLY – Right justify the number, fill with Zeros to the left

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Disposition Interface Definition							
ID	Field Description	Data Type	Width	Start	End	R/O	Comments
79	Fund Account 11	A/N	5	503	507	O	The code of Accounts the citations are disbursed to (can use county's internal code).
80	Entitlement Amount	MONEY	9	508	516	O	Expected distribution amount to account. Format = 999999.99 No comma, include decimal. The right 2 places are for the cents. And the 3rd position from the right must contain the decimal.
81	Actual Amount	MONEY	9	517	525	O	Actual distribution amount to account. Format = 999999.99 No comma, include decimal. The right 2 places are for the cents. And the 3rd position from the right must contain the decimal.
82	Reason for Difference	N	4	526	529	O	Reason Code for difference in amount NUMBER ONLY – Right justify the number, fill with Zeros to the left
83	Fund Account 12	A/N	5	530	534	O	The code of Accounts the citations are disbursed to (can use county's internal code).
84	Entitlement Amount	MONEY	9	535	543	O	Expected distribution amount to account. Format = 999999.99 No comma, include decimal. The right 2 places are for the cents. And the 3rd position from the right must contain the decimal.
85	Actual Amount	MONEY	9	544	552	O	Actual distribution amount to account. Format = 999999.99 No comma, include decimal. The right 2 places are for the cents. And the 3rd position from the right must contain the decimal.
86	Reason for Difference	N	4	553	556	O	Reason Code for difference in amount NUMBER ONLY – Right justify the number, fill with Zeros to the left
87	Fund Account 13	A/N	5	557	561	O	The code of Accounts the citations are disbursed to (can use county's internal code).
88	Entitlement Amount	MONEY	9	562	570	O	Expected distribution amount to account. Format = 999999.99 No comma, include decimal. The right 2 places are for the cents. And the 3rd position from the right must contain the decimal.
89	Actual Amount	MONEY	9	571	579	O	Actual distribution amount to account. Format = 999999.99 No comma, include decimal. The right 2 places are for the cents. And the 3rd position from the right must contain the decimal.
90	Reason for Difference	N	4	580	583	O	Reason Code for difference in amount NUMBER ONLY – Right justify the number, fill with Zeros to the left
91	Fund Account 14	A/N	5	584	588	O	The code of Accounts the citations are disbursed to (can use county's internal code).
92	Entitlement Amount	MONEY	9	589	597	O	Expected distribution amount to account. Format = 999999.99 No comma, include decimal. The right 2 places are for the cents. And the 3rd position from the right must contain the decimal.

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Disposition Interface Definition							
Th	Field Description	Data Type	Max Field Size	Start	End	M/O/C	Comments
93	Actual Amount	MONEY	9	598	606	O	Actual distribution amount to account. Format = 999999.99 No comma, include decimal. The right 2 places are for the cents. And the 3rd position from the right must contain the decimal.
94	Reason for Difference	N	4	607	610	O	Reason Code for difference in amount NUMBER ONLY – Right justify the number, fill with Zeros to the left
95	Fund Account 15	A/N	5	611	615	O	The code of Accounts the citations are disbursed to (can use county's internal code).
96	Entitlement Amount	MONEY	9	616	624	O	Expected distribution amount to account. Format = 999999.99 No comma, include decimal. The right 2 places are for the cents. And the 3rd position from the right must contain the decimal.
97	Actual Amount	MONEY	9	625	633	O	Actual distribution amount to account. Format = 999999.99 No comma, include decimal. The right 2 places are for the cents. And the 3rd position from the right must contain the decimal.
98	Reason for Difference	N	4	634	637	O	Reason Code for difference in amount NUMBER ONLY – Right justify the number, fill with Zeros to the left
99	Fund Account 16	A/N	5	638	642	O	The code of Accounts the citations are disbursed to (can use county's internal code).
100	Entitlement Amount	MONEY	9	643	651	O	Expected distribution amount to account. Format = 999999.99 No comma, include decimal. The right 2 places are for the cents. And the 3rd position from the right must contain the decimal.
101	Actual Amount	MONEY	9	652	660	O	Actual distribution amount to account. Format = 999999.99 No comma, include decimal. The right 2 places are for the cents. And the 3rd position from the right must contain the decimal.
102	Reason for Difference	N	4	661	664	O	Reason Code for difference in amount NUMBER ONLY – Right justify the number, fill with Zeros to the left
103	Fund Account 17	A/N	5	665	669	O	The code of Accounts the citations are disbursed to (can use county's internal code).
104	Entitlement Amount	MONEY	9	670	678	O	Expected distribution amount to account. Format = 999999.99 No comma, include decimal. The right 2 places are for the cents. And the 3rd position from the right must contain the decimal.
105	Actual Amount	MONEY	9	679	687	O	Actual distribution amount to account. Format = 999999.99 No comma, include decimal. The right 2 places are for the cents. And the 3rd position from the right must contain the decimal.
106	Reason for Difference	N	4	688	691	O	Reason Code for difference in amount NUMBER ONLY – Right justify the number, fill with Zeros to the left

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Disposition Interface Definition							
No.	Field Description	Data Type	Field Size	Start	End	M/O	Comments
107	Fund Account 18	A/N	5	692	696	O	The code of Accounts the citations are disbursed to (can use county's internal code).
108	Entitlement Amount	MONEY	9	697	705	O	Expected distribution amount to account. Format = 999999.99 No comma, include decimal. The right 2 places are for the cents. And the 3rd position from the right must contain the decimal.
109	Actual Amount	MONEY	9	706	714	O	Actual distribution amount to account. Format = 999999.99 No comma, include decimal. The right 2 places are for the cents. And the 3rd position from the right must contain the decimal.
110	Reason for Difference	N	4	715	718	O	Reason Code for difference in amount NUMBER ONLY – Right justify the number, fill with Zeros to the left
111	Fund Account 19	A/N	5	719	723	O	The code of Accounts the citations are disbursed to (can use county's internal code).
112	Entitlement Amount	MONEY	9	724	732	O	Expected distribution amount to account. Format = 999999.99 No comma, include decimal. The right 2 places are for the cents. And the 3rd position from the right must contain the decimal.
113	Actual Amount	MONEY	9	733	741	O	Actual distribution amount to account. Format = 999999.99 No comma, include decimal. The right 2 places are for the cents. And the 3rd position from the right must contain the decimal.
114	Reason for Difference	N	4	742	745	O	Reason Code for difference in amount NUMBER ONLY – Right justify the number, fill with Zeros to the left.
115	Fund Account 20	A/N	5	746	750	O	The code of Accounts the citations are disbursed to (can use county's internal code).
116	Entitlement Amount	MONEY	9	751	759	O	Expected distribution amount to account. Format = 999999.99 No comma, include decimal. The right 2 places are for the cents. And the 3rd position from the right must contain the decimal.
117	Actual Amount	MONEY	9	760	768	O	Actual distribution amount to account. Format = 999999.99 No comma, include decimal. The right 2 places are for the cents. And the 3rd position from the right must contain the decimal.
118	Reason for Difference	N	4	769	772	O	Reason Code for difference in amount NUMBER ONLY – Right justify the number, fill with Zeros to the left
119	Fund Account 21	A/N	5	773	777	O	The code of Accounts the citations are disbursed to (can use county's internal code).
120	Entitlement Amount	MONEY	9	778	786	O	Expected distribution amount to account. Format = 999999.99 No comma, include decimal. The right 2 places are for the cents. And the 3rd position from the right must contain the decimal.

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Disposition Interface Definition							
ID	Field Description	Data Type	Max Field Size	Start	End	M/O/C	Comments
121	Actual Amount	MONEY	9	787	795	O	Actual distribution amount to account. Format = 999999.99 No comma, include decimal. The right 2 places are for the cents. And the 3rd position from the right must contain the decimal.
122	Reason for Difference	N	4	796	799	O	Reason Code for difference in amount NUMBER ONLY – Right justify the number, fill with Zeros to the left
123	Fund Account 22	A/N	5	800	804	O	The code of Accounts the citations are disbursed to (can use county's internal code).
124	Entitlement Amount	MONEY	9	805	813	O	Expected distribution amount to account. Format = 999999.99 No comma, include decimal. The right 2 places are for the cents. And the 3rd position from the right must contain the decimal.
125	Actual Amount	MONEY	9	814	822	O	Actual distribution amount to account. Format = 999999.99 No comma, include decimal. The right 2 places are for the cents. And the 3rd position from the right must contain the decimal.
126	Reason for Difference	N	4	823	826	O	Reason Code for difference in amount NUMBER ONLY – Right justify the number, fill with Zeros to the left
127	Fund Account 23	A/N	5	827	831	O	The code of Accounts the citations are disbursed to (can use county's internal code).
128	Entitlement Amount	MONEY	9	832	840	O	Expected distribution amount to account. Format = 999999.99 No comma, include decimal. The right 2 places are for the cents. And the 3rd position from the right must contain the decimal.
129	Actual Amount	MONEY	9	841	849	O	Actual distribution amount to account. Format = 999999.99 No comma, include decimal. The right 2 places are for the cents. And the 3rd position from the right must contain the decimal.
130	Reason for Difference	N	4	850	853	O	Reason Code for difference in amount NUMBER ONLY – Right justify the number, fill with Zeros to the left
131	Fund Account 24	A/N	5	854	858	O	The code of Accounts the citations are disbursed to (can use county's internal code).
132	Entitlement Amount	MONEY	9	859	867	O	Expected distribution amount to account. Format = 999999.99 No comma, include decimal. The right 2 places are for the cents. And the 3rd position from the right must contain the decimal.
133	Actual Amount	MONEY	9	868	876	O	Actual distribution amount to account. Format = 999999.99 No comma, include decimal. The right 2 places are for the cents. And the 3rd position from the right must contain the decimal.
134	Reason for Difference	N	4	877	880	O	Reason Code for difference in amount NUMBER ONLY – Right justify the number, fill with Zeros to the left

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Disposition Interface Definition							
Item	Field Description	Data Type	Max Size	Start	End	M/O	Comments
135	Fund Account 25	A/N	5	881	885	O	The code of Accounts the citations are disbursed to (can use county's internal code).
136	Entitlement Amount	MONEY	9	886	894	O	Expected distribution amount to account. Format = 999999.99 No comma, include decimal. The right 2 places are for the cents. And the 3rd position from the right must contain the decimal.
137	Actual Amount	MONEY	9	895	903	O	Actual distribution amount to account. Format = 999999.99 No comma, include decimal. The right 2 places are for the cents. And the 3rd position from the right must contain the decimal.
138	Reason for Difference	N	4	904	907	O	Reason Code for difference in amount NUMBER ONLY – Right justify the number, fill with Zeros to the left
139	Fund Account 26	A/N	5	908	912	O	The code of Accounts the citations are disbursed to (can use county's internal code).
140	Entitlement Amount	MONEY	9	913	921	O	Expected distribution amount to account. Format = 999999.99 No comma, include decimal. The right 2 places are for the cents. And the 3rd position from the right must contain the decimal.
141	Actual Amount	MONEY	9	922	930	O	Actual distribution amount to account. Format = 999999.99 No comma, include decimal. The right 2 places are for the cents. And the 3rd position from the right must contain the decimal.
142	Reason for Difference	N	4	931	934	O	Reason Code for difference in amount NUMBER ONLY – Right justify the number, fill with Zeros to the left
143	Fund Account 27	A/N	5	935	939	O	The code of Accounts the citations are disbursed to (can use county's internal code).
144	Entitlement Amount	MONEY	9	940	948	O	Expected distribution amount to account. Format = 999999.99 No comma, include decimal. The right 2 places are for the cents. And the 3rd position from the right must contain the decimal.
145	Actual Amount	MONEY	9	949	957	O	Actual distribution amount to account. Format = 999999.99 No comma, include decimal. The right 2 places are for the cents. And the 3rd position from the right must contain the decimal.
146	Reason for Difference	N	4	958	961	O	Reason Code for difference in amount NUMBER ONLY – Right justify the number, fill with Zeros to the left
147	Fund Account 28	A/N	5	962	966	O	The code of Accounts the citations are disbursed to (can use county's internal code).
148	Entitlement Amount	MONEY	9	967	975	O	Expected distribution amount to account. Format = 999999.99 No comma, include decimal. The right 2 places are for the cents. And the 3rd position from the right must contain the decimal.

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Disposition Interface Definition							
ID	Field Description	Data Type	Max Field Size	Start	End	M/O/C	Comments
149	Actual Amount	MONEY	9	976	984	O	Actual distribution amount to account. Format = 999999.99 No comma, include decimal. The right 2 places are for the cents. And the 3rd position from the right must contain the decimal.
150	Reason for Difference	N	4	985	988	O	Reason Code for difference in amount NUMBER ONLY – Right justify the number, fill with Zeros to the left
151	Fund Account 29	A/N	5	989	993	O	The code of Accounts the citations are disbursed to (can use county's internal code).
152	Entitlement Amount	MONEY	9	994	1002	O	Expected distribution amount to account. Format = 999999.99 No comma, include decimal. The right 2 places are for the cents. And the 3rd position from the right must contain the decimal.
153	Actual Amount	MONEY	9	1003	1011	O	Actual distribution amount to account. Format = 999999.99 No comma, include decimal. The right 2 places are for the cents. And the 3rd position from the right must contain the decimal.
154	Reason for Difference	N	4	1012	1015	O	Reason Code for difference in amount NUMBER ONLY – Right justify the number, fill with Zeros to the left
155	Fund Account 30	A/N	5	1016	1020	O	The code of Accounts the citations are disbursed to (can use county's internal code).
156	Entitlement Amount	MONEY	9	1021	1029	O	Expected distribution amount to account. Format = 999999.99 No comma, include decimal. The right 2 places are for the cents. And the 3rd position from the right must contain the decimal.
157	Actual Amount	MONEY	9	1030	1038	O	Actual distribution amount to account. Format = 999999.99 No comma, include decimal. The right 2 places are for the cents. And the 3rd position from the right must contain the decimal.
158	Reason for Difference	N	4	1039	1042	O	Reason Code for difference in amount NUMBER ONLY – Right justify the number, fill with Zeros to the left
159	Length of Interlock Restriction	N	7	1043	1049	C	Format yymmddd, e.g. 1000000=10 years, 0012000=12 months, 0000365=365 days. Must be present for a DUI offense which requires an interlock device restriction; Reckless reduced from DUI which requires an interlock devise. Value is zeros otherwise.
160	Court Ordered School	A	1	1050	1050	M	"Y" to indicate court ordered traffic school. "N" otherwise
161	Post Incarceration Length of Revocation	N	7	1051	1057	C	Court directed revocation length to be applied after incarceration. Format YYMMDDD (e.g. 1000000=10 years, 0012000=12 months, 0000365=365 days) Must be present if applying 0000997 (court directed susp/rev with incarceration) in field 35. Otherwise blank or 0000000; See Appendix D

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	TRAILING RECORD						
1	End of file label	A	3	1	3	M	Value "EOF"
2	Separator	A/N	1	4	4	M	Value "|" ('pipe')
3	Number of records	N	11	5	15	M	Number of records in file (excluding trailer record), right-justified
4	Separators	A/N	2	16	17	M	Value "||" (2 pipe symbols)

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Disposition Error Report File (Fixed Length)

One Disposition Error Report File will be created for each imported disposition file, and will be transmitted to the originating county of the disposition file so that errors can be corrected and dispositions can be retransmitted to TCATS central site. This file is always in fixed-length format. For a list of possible error messages, see TCATS Appendix C in this document.

Disposition Error Report File Definition (Fixed Length)							
ID	Field Description	Data Type	Max Field Size	Start	End	M/O/C	Comments
1	Update Type	A	1	1	1	M	The update type which was used in the input disposition file ("A" - Add, "U" – Update, "D"- Delete).
2	Filler	A	1	2	2	O	Blank
3	Citation Number	A/N	7	3	9	M	The citation number from the input disposition file.
4	Check Digit	A/N	1	10	10	M	The check digit for the citation from the input file.
5	Filler	A	1	11	11	O	Blank
6	Disposition type	N	4	12	15	M	Disposition type from input disposition file
7	Supplemental Code	A	1	16	16	O	"S" if a supplemental disposition, blank otherwise
8	Disposition Date	DATE	10	17	26	M	Disposition date from input file (format MM/DD/YYYY)
9	Filler	A	1	27	27	O	Blank
10	Disposition Verdict	A/N	1	28	28	M	Verdict from input file (values 1 to 9 or A to D)
11	Filler	A	1	29	29	O	Blank
12	Case Number	A	20	30	49	O	Case number from input file
13	County Number	N	2	50	51	M	DHSMV county number from input file
14	Filler	A	1	52	52	O	Blank
15	Error message	A/N	80	53	132	M	Error message identifying the cause of the error

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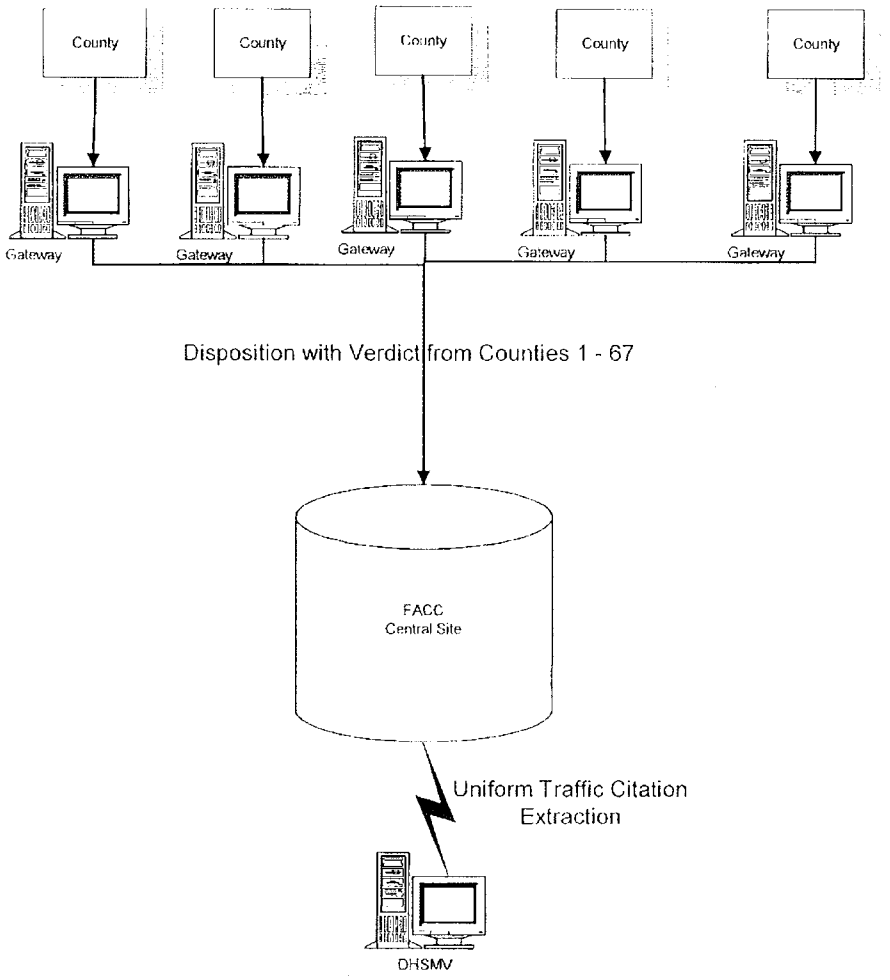
Uniform Traffic Citations (UTC) From Counties Extracted for DHSMV

DHSMV UTC Citation Data Interface Description
The process of extracting a County citation from the Central Site (FACC) and transmitting it to DHSMV is as follows:

- To begin the process, the Central Site (FACC) will put the citation into the Fixed Length file format with data fields delineated in the *UTC Interface Definition–Extracted for DHSMV* table.
- After this process, and upon receipt of the disposition with the verdict, the file will be extracted from the Central Site (FACC) and sent to the DHSMV

UTC Citations Extracted for DHSMV Transmittal Process



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UTC Citation Interface Definition–*Extracted for DHSMV*

The UTC Citation Interface Definition will have the ability to extract UTC citations from the Central Site (FACC) and electronically transfer them to DHSMV.

UTC Citation Interface Definition *Extracted For DHSMV*							
ID	Field Description	Data Type	Max Field Size	Start	End	M/O/C	Comments
1	Driver License Number	A/N	13	1	13	O	Full license number, **excluding** hyphens. Leave blank if unknown (values "NONE", "NOT CARRIED", etc. are not valid). A Florida driver's license, if non-blank, must be 13 characters long, may not contain any embedded spaces. Enter "OOS" for out of state drivers within the US , Canada or Mexico. "NDL" for driver's licenses from other countries. Blank if FL license and number is unknown.
2	Filler	A/N	1	14	14	O	
3	Check Digit	A/N	1	15	15	O	Check digit for citation.
4	Citation Number	A/N	20	16	35	M	No hyphens will be accepted. Example: "12345AB" is correct, as opposed to "12345-AB". The citation must have a valid format: it must be 7 characters long. Field has been increased for future TCATS enhancements
5	Type of Agency	N	1	36	36	M	1=FHP, 2=City Police, 3= Sheriff's Office, 4=other
6	Date of Offense	N	8	37	44	M	Format as MMDDYYYY
7	Filler	A/N	2	45	46	O	
8	DHSMV Violation Code	N	3	47	49	M	The DHSMV violation code for the offense(see DHSMV's Appendix C).
9	Accident Code	N	1	50	50	M	Allow 1 or Zero; If accident = 1, If no accident = 0
10	Actual Speed	N	3	51	53	C	NUMBER ONLY – Right justify the number, fill with Zeros to the left. Required for speeding violations where posted speed is exceeded.
11	Posted Speed	N	2	54	55	C	Posted speed should be used on same violations as actual speed (listed above).
12	Disposition Date	N	8	56	63	M	Format as MMDDYYYY
13	Disposition Verdict	A/N	1	64	64	M	This field triggers the sending of a UTC disposition record to DHSMV. 1=guilty, 2=not guilty, 3=dismissed, 4=paid fine or civil penalty, 6=estreated or forfeited bond, 7=adjudication withheld on all criminal FS 322.34 only, 8=nolle prosequi, 9=adjudged delinquent (juvenile), A=adjudication withheld by judge, B=other, C=adjudication withheld by clerk (school election), D=adjudication withheld by clerk (plea Nolo Contendere and proof of compliance). E= Set Aside/Vacated by Courts.
14	Sentence of Court	N	1	65	65	C	Must be present for disposition verdict "1; Valid values are 0=no sentence, 1=served time, 2=sentence withheld, 3=probation, 5=fine and/or costs, 6=license action only, 7=other, 9=incarceration/indefinite Suspension.

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UTC Citation Interface Definition *Extracted For DHSMV*							
ID	Field Description	Data Type	Max Field Size	Start	End	M/O/C	Comments
15	Civil Penalty/Fine	N	4	66	69	O	Only on FHP guilty; dollar amount, no cents
16	Court Costs	N	3	70	72	O	Only on FHP guilty; dollar amount, no cents
17	Disposition County	N	2	73	74	M	Allow 01-67; see Appendix B
18	Disposition City	N	2	75	76	M	City number where the fine was paid or the case adjudicated. See Appendix A for city numbers
19	Type of Court	N	1	77	77	M	County = 1; Circuit = 2, Magistrate/Hearing Officer = 4
20	Batch Number	A/N	8	78	85	M	Digit 1-5 is Julian Date (YYDDD); Digit 6-8 is group (9) and coder ID (i.e. a batch code number which is given by DHSMV to each county, distinct from the county number).
21	Supplemental Code	A/N	1	86	86	O	Supplemental = S. Use 'S' to send a change to a UTC disposition which has already been updated in the DHSMV database. Blank for first-time dispositions.
22	Type of Trial	N	1	87	87	M	No trial = 0; Jury = 1; Non-Jury = 2
23	Court Ordered Reexam	A/N	1	88	88	O	Value "Y" for Reexam, blank otherwise
24	Court Revocation/ Suspension Action	N	1	89	89	C	See Appendix D of ICD: 0=no action by court, 1=suspension, 2=court directed revocation, 3=revocation for convictions with mandatory revocations specified in statute, 4=fatality. Must be present for a criminal violation which requires a mandatory license suspension or revocation (Value usual value is 3 is used except for violation codes 147, 446, 447, 160,161,162 and 247; Vvalues 1 and 2 are only used to add the statement "SUSP/REV DIRECTED BY THE COURT" to the individual's record.); Use zero for DUI violations (revocation info for DUI is in fields 45, 46); Use zero for all other criminal violations.
25	Length of License Suspension/ Revocation	N	7	90	96	C	Format yymmddd, e.g. 1000000=10 years, 0012000=12 months, 0000365=365 days. Must be present for a criminal violation which requires a mandatory license suspension or revocation; value is zeros otherwise. Value is zeros if field 24 is '4'. If field 46 is 'X', this field must have a value greater than 179 days. Fill with '0000000" if court wants DHSMV to suspend or revke mandatory. See Appendix D of ICD for full details.
26	Hauling Hazardous Materials Flag	A	1	97	97	M	"Y Vehicle Placarded for Haz. Mat.'N' otherwise.
27	Commercial Vehicle Flag	A	1	98	98	M	'Y' for yes if commercial vehicle; 'N' for non-commercial vehicles or unknown
28	License Received Flag	A/N	1	99	99	O	Enter "Y" if license was received by arresting officer or by the court, blank otherwise.
29	Violator First Name	A	80	100	179	M	
30	Violator Middle Name	A	80	180	259	C	Blank if violator has no middle name, otherwise violator's middle name must be provided.
31	Violator Last Name	A	80	260	339	M	Alphabetic characters, hyphen ("-"), apostrophe (" ' ") and blanks are allowed within last name.

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UTC Citation Interface Definition *Extracted For DHSMV*							
ID	Field Description	Data Type	Max Field Size	Start	End	M/O/C	Comments
32	Violator Suffix	A/N	1	340	340	O	Blank indicates violator has no suffix in name; otherwise allow S, J, 2, 3, 4, 5.
33	Sex of Violator	A	1	341	341	C	M or F. Field is required if license number (field 28) is not provided, or if license is from out of state.
34	Date of Birth	N	8	342	349	C	MMDDYYYY. Field is required if license number (field 28) is not provided, or if license is from out of state.
35	Blood Alcohol Level	A/N	3	350	352	C	No decimal point should be present; a blood alcohol level of .080% may be represented as either "080" with a trailing blank, or "0080". Blank for non-DUI violations, non-alcohol DUI violations, refused blood alcohol test, or if level not provided.
36	16 Passenger Vehicle	A	1	353	353	M	"Y" if 16 Passenger Vehicle is indicated on the citation. "N" otherwise
37	DUI Violation – Passenger Under 18	A	1	354	354	M	"Y" if DUI and passenger under 18 was present. "N" otherwise.
38	Filler	A/N	2	355	356	O	
39	Address	A/N	30	357	386	C	Line 1 of violator's address. Field is required if license number (field 28) is not provided, or if license is from out of state. Only characters allowed are A-Z, 0-9, blank, hyphen ("-"), number sign ("#"), and forward slash ("/") (e.g. for half numbers such as "123 1/2 RHONDA LANE"). Use "GENERAL DELIVERY" if unknown
40	City of Residence	A	20	387	406	C	Field is required if license number (field 28) is not provided, or if license is from out of state. Value County Seat where citation was issued may be used if unknown.
41	Serious Bodily Injury	A	1	407	407	M	Value will equal "Y" if serious bodily injury occurred or 'N' otherwise.
42	Motorcycle	A	1	408	408	M	"Y" if motocycle is indicated on the citation. "N" if not indicated.
43	State of Residence	A	2	409	410	C	Field is required if license number (field 28) is not provided, or if license is from out of state. See Appendix A for acceptable abbreviations.
44	Zip Code	A/N	9	411	419	C	Field is required if license number (field 28) is not provided, or if license is from out of state. Value "00000" may be used if unknown.
45	OOS Driver License Number	A/N	25	420	444	O	Out-of-state license # if known (field 1 must be "OOS"); otherwise blank.
46	OOS Driver License State	A	2	445	446	C	Required if field 1 is "OOS" (out-of-state drivers); otherwise blank. Use value "CD" for Canadian licenses (all provinces); use MX for Mexico;Use Value FF for foreign counties and citations on businesses.
47	SSN	N	9	447	455	O	Transmit a value of "000000000" for all citataions.

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UTC Citation Interface Definition *Extracted For DHSMV*							
ID	Field Description	Data Type	Max Field Size	Start	End	M/ O/ C	Comments
48	Department Court Code	A/N	1	456	456	C	Suspension/revocation by court or departmental action. Allow C (=court) or D (=departmental) or Blank. Must be provided for DUI offenses. If left blank, value 'D' will be assumed and length of suspension will be maximum allowed. See Appendix D of ICD for full details.
49	Court Time	A/N	1	457	457	C	Length of suspension/revocation by court (required for DUI offenses). Allow 1 (1 year), 3 (3 months), 6 (6 months), M (maximum), N (minimum), X (any other time period recommended by the court). Blank for other offenses. Use 'M' if field 46 is 'D'. See Appendix D of ICD for full details.
50	Represented by Counsel	A/N	1	458	458	O	1 = Represented by counsel; 2 = Counsel Waived; Blank = Unknown
51	License Type	A/N	1	459	459	M	Specify the class(values 'A', 'B', 'C', 'D', 'E', 'O' or 'U' for unknown).
52	Length of Interlock Restriction	A/N	7	460	466	C	Format yymmddd, e.g. 1000000=10 years, 0012000=12 months, 0000365=365 days. Must be present for a DUI offense which requires an interlock device restriction; Reckless reduced from DUI which requires an interlock device. Value is zeros otherwise.
53	Name Change	A	1	467	467	M	"Y" to indicate a name change. 'N' otherwise.
54	Commercial DL	A	1	468	468	M	"Y" if commercial DL. "N" if non-commercial DL. "U" Unknown.
55	Post Incarceration Length of Revocation	N	7	469	475	C	Court directed revocation length to be applied after incarceration. Format YYMMDDD (e.g. 1000000=10 years, 0012000=12 months, 0000365=365 days) Must be present if applying 0000997 (court directed susp/rev with incarceration) in field 35. Otherwise blank or 0000000; See Appendix D
56	Business	A	1	476	476	O	'Y' if violator is a business (toll/red-light camera violations only.)
57	Court Ordered School	A	1	477	477	M	"Y" to indicate court ordered traffic school. "N" otherwise
58	Fatal Injury	A/N	1	478	478	M	'Y' for Fatal. 'N' otherwise
	TRAILER RECORD						
1	End of file label	A	3	1	3	M	Value "EOF"
2	Filler	A/N	10	4	13	M	Blanks
3	Record type	N	2	14	15	M	Value 45
4	Filler	A/N	6	16	21	M	Blanks
5	Creation date	N	8	22	29	M	Current date (format MMDDYYYY)
4	Records sent	N	6	30	35	M	Number of records in file (excluding trailer), right-adjusted, zero-filled
5	Records received	N	6	36	41	M	Always "000000"
6	Filler	A/N	119	42	160	M	Blanks

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D6 Data Forwarded to the DHSMV

DHSMV D6 Data Interface Description

The process of forwarding D6 data to the Central Site (FACC) and transmitting it to DHSMV is as follows:

- To begin the process, the county will put the data into the Fixed Length file format with data fields delineated in the *D6 Interface Definition–Extracted for DHSMV* table.
- This county D6 file will be transmitted to Central Site (FACC), who will combine it with D6 files from other counties to create a single D6 file.
- After this process, the file will be forwarded from the Central Site (FACC) to the DHSMV.
- The county will receive a confirmation file that will have the same filename as the file sent by the county, but with a ".rpt" extension. This file will list the citation numbers along with the Driver's license number for all of the records that were passed along to DHSMV.
- The County does electronically receive their DHSMV error reports directly from Central Site.

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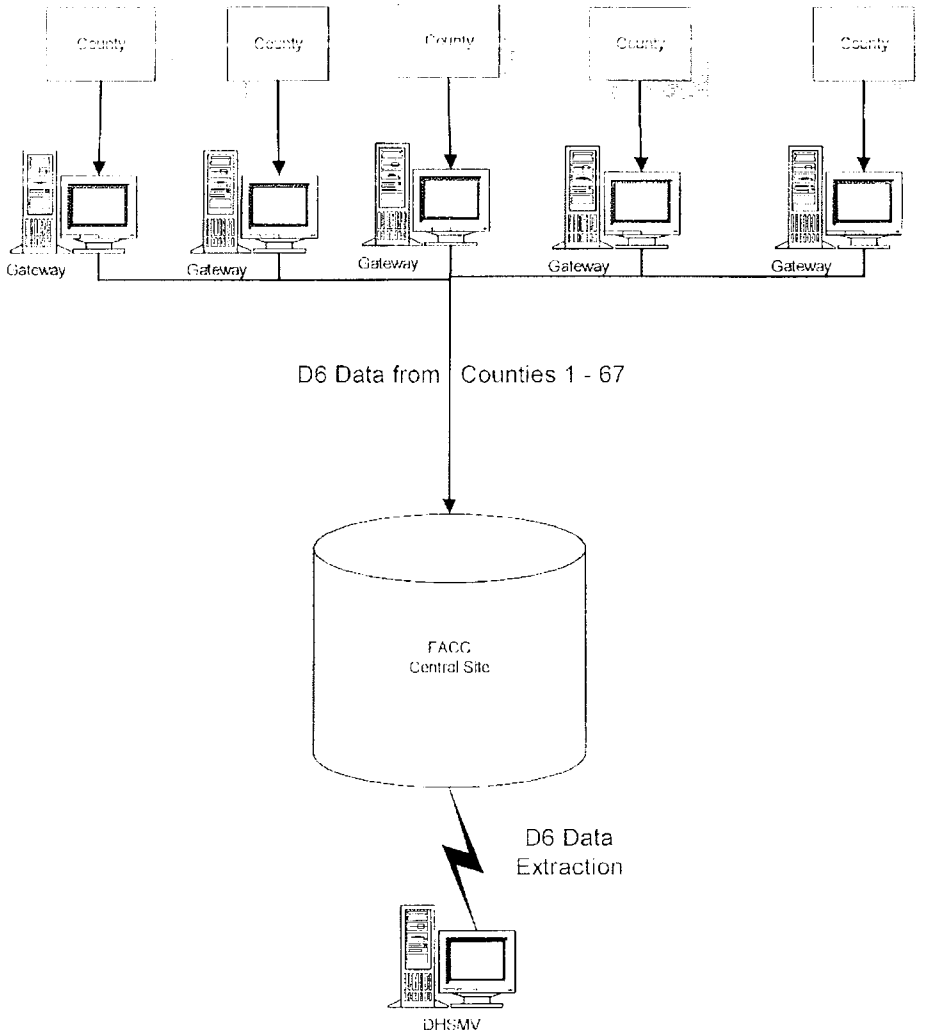
Forwarded D6 Data for DHSMV Transmittal Process



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D6 Interface Definition–*Forwarded to DHSMV*

The D6 Interface Definition will have the ability to forward D6 data from the Central Site (FACC) and electronically transfer them to DHSMV. The data created in the county has the same format as the data transmitted from central site to DHSMV.

D6 Interface Definition *Forwarded to DHSMV*							
ID	Field Description	Data Type	Max Field Size	Start	End	M/O/C	Comments
1	Driver License Number	A/N	13	1	13	C	Full license number, **excluding** hyphens. Leave blank if unknown (values "NONE", "NOT CARRIED", etc. are not valid). A Florida driver's license, if non-blank, must be 13 characters long, may not contain any embedded spaces. Enter "OOS" for out of state drivers within the US , Canada or Mexico. "NDL" for driver's licenses from other countries. Blank if FL license and number is unknown.
2	Item Number	N	2	14	15	M	Value "75"
3	Transaction Type	N	1	16	16	M	Values: "2"=suspend license, "4"=clear suspension. Type 4's may take up to 2 weeks to clear the record.
4	Subrecord Type	N	2	17	18	M	Zeros
5	Subsystem Type	A/N	3	19	21	M	"DBS"
6	Filler	A/N	4	22	25	O	Zeros
7	Date of Failure to Comply	N	8	26	33	M	Format as MMDDYYYY
8	Sequence Number	N	3	34	36	M	Zeros
9	Court Type	N	1	37	37	M	Type of court (1=county, 2=circuit, 3=federal, 4=magistrate/ Hearing Officer)
10	Restore Date	N	8	38	45	C	Format as MMDDYYYY (only on Transaction type "4"). Value should be "00000000" on type "2".
11	Surrender Date	N	8	46	53	M	Zeros
12	Create Date	N	8	54	61	M	Zeros
13	Reissue Date	N	8	62	69	C	Date of reissue of a D6 suspension (when field 22 is "R"). Format as MMDDYYYY. Value should be "00000000" if not a reissue of a suspension.Must have reissue date and a Reissue Flag of 'R' to reissue a suspension.
14	Reason	N	2	70	71	M	Reason for suspension 01=failed to appear, 02=failed to complete court-ordered school, 03=election made when not eligible, 05=failed to pay fine, 06=criminal failed to pay, 07=criminal failed to appear, 08=School Election made and failed to attend. (Must use same reason code as suspension when sending a "4" in field 3.)
15	Court Requirement Met	N	2	72	73	C	Value "34" to signify that just the Court Requirement has been met, Zeros otherwise. Also when this field has a value of "34" then, field 10 (Restore Date) should be Zeros.

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D6 Interface Definition *Forwarded to DHSMV*							
ID	Field Description	Data Type	Max Field Size	Start	End	M/O/C	Comments
16	Onfile Code 2	N	2	74	75	M	Zeros
17	County	N	2	76	77	M	DHSMV code for county (see Appendix B)
18	County	N	2	78	79	M	Part 1 (repeat county code in field 17)
19	City Code	N	2	80	81	M	Zeros unless court type "4"; otherwise city code from DHSMV's Appendix A. (Use code for county seat as a default.)
20	State	A/N	2	82	83	C	State of driver's license: must be provided for out of state, leave blank for Florida licenses unless violator is a non-licensed driver with a Florida State address then use 'FL'. Use value 'CD' for Canadian licenses (all provinces); use MX for Mexico; use 'FF' for other foreign countries.
21	Ticket Number	A/N	20	84	103	M	
22	Reissue Flag	A/N	1	104	104	C	Must use 'R' if reissuing a D6 suspension on a license already fully reinstated.(e.g. returned check). Must send Reissue Date and Reissue flag to reissue a suspension.
23	Office Number	A/N	3	105	107	O	Blank
24	Batch Number	A/N	8	108	115	M	Format YYJJJGxx where YY is the year, JJJ is Julian date, G is group (always 9), and xx is the DHSMV county number.
25	Key Punch Batch	A/N	8	116	123	M	Same as Batch Number.
26	Process D6 Flag	A/N	1	124	124	O	Blank
27	Post Date Flag	A/N	1	125	125	O	Blank
28	Clearance Fee Flag	A/N	1	126	126	O	Blank
29	Out of State D6 Telephone Number	A/N	10	127	136	O	Blank
30	Commercial Vehicle	A/N	1	137	137	M	'Y' for yes if commercial vehicle; 'N' for non-commercial vehicles or unknown
31	Hazardous Material	A/N	1	138	138	M	"Y" indicates hazardous materials were being hauled, 'N' indicates they were not.
32	Filler	A/N	29	139	167	O	
33	D6 Violation Offense Date	N	8	168	175	M	Offense date of violation that resulted in D6
34	D6 Violation Reason	A/N	3	176	178	M	3-digit code of violation that resulted in D6
35	OOS License Number	A/N	25	179	203	C	For OOS: out-of-state license number. Blank if unknown.
36	Filler	A/N	8	204	211	O	Blank
37	Driver License First Name	A	80	212	291	M	
38	Driver License Middle Name	A	80	292	371	O	Blank indicates driver has no middle name, otherwise name must be provided.
39	Driver License Last Name	A	80	372	451	M	
40	Driver License Name Suffix	A/N	1	452	452	O	J=Junior, S=Senior, 2=II, 3=III, etc. Blank if no suffix in driver's name.
41	Driver License Sex	A	1	453	453	M	Allow "M" or "F"

USE OR DISCLOSURE OF DATA IS SUBJECT TO THE RESTRICTION ON THE TITLE PAGE OF THIS DOCUMENT

D6 Interface Definition *Forwarded to DHSMV*							
ID	Field Description	Data Type	Max Field Size	Start	End	M / O /C	Comments
42	Driver License Date of Birth	N	8	454	461	M	Format as MMDDYYYY
43	Driver License Mailing Street	A/N	30	462	491	M	The only characters allowed are upper-case alphabetic characters (A-Z), numeric (0-9), blank, and special characters '#', '-'. And '/' (number sign, hyphen, and forward slash).
44	Driver License Mailing City	N	20	492	511	M	
45	Driver License Mailing State	A	2	512	513	M	Use 'CD' for Canadian mailing states and MX for Mexican mailing state (all provinces); use 'FF' for other foreign countries and toll citations on businesses. See Appendix A.
46	Driver License Mailing Zip	N	5	514	518	M	Part 1 of zip (first 5 digits). "00000" if unknow or Foreign zip.
47	Driver License Mailing Zip	N	4	519	522	O	Part 2 of zip + 4 (last 4 digits). Use value "0000" if not known.
48	16 Passenger Vehicle	A	1	523	523	M	"Y" if 16 passenger vehicle was indicated on the citation. "N" otherwise.
49	Business	A	1	524	524	C	'Y' if violator is a business (toll/red-light camera violations only.)
50	Filler	A/N	16	525	540	M	
51	Driver License Class	A/N	1	541	541	M	Specify the class(values 'A', 'B', 'C', 'D', 'E', 'O' or 'U' for unknown).
	TRAILER RECORD 1						(Used only for file from county to FACC)
1	End of file label	A	3	1	3	M	Value "EOF"
2	Separator	A/N	1	4	4	M	Value "|" ('pipe' symbol)
3	Records sent	N	11	5	15	M	Number of records in file, excluding trailer; right-adjusted, blank- or zero-filled
4	Separators	A/N	2	16	17	M	Value "||" (2 pipe symbols)
	TRAILER RECORD 2						(Used only for file from FACC to DHSMV)
1	End of file label	A	3	1	3	M	Value "EOF"
2	Filler	A/N	10	4	13	M	Blanks
3	Record type	N	2	14	15	M	Value 75
4	Filler	A/N	6	16	21	M	Blanks
5	Creation date	N	8	22	29	M	Current date (format MMDDYYYY)
4	Records sent	N	6	30	35	M	Number of records in file (excluding trailer), right-adjusted, zero-filled
5	Records received	N	6	36	41	M	Always "000000"
6	Filler	A/N	119	42	160	M	Blanks

USE OR DISCLOSURE OF DATA IS SUBJECT TO THE RESTRICTION ON THE TITLE PAGE OF THIS DOCUMENT

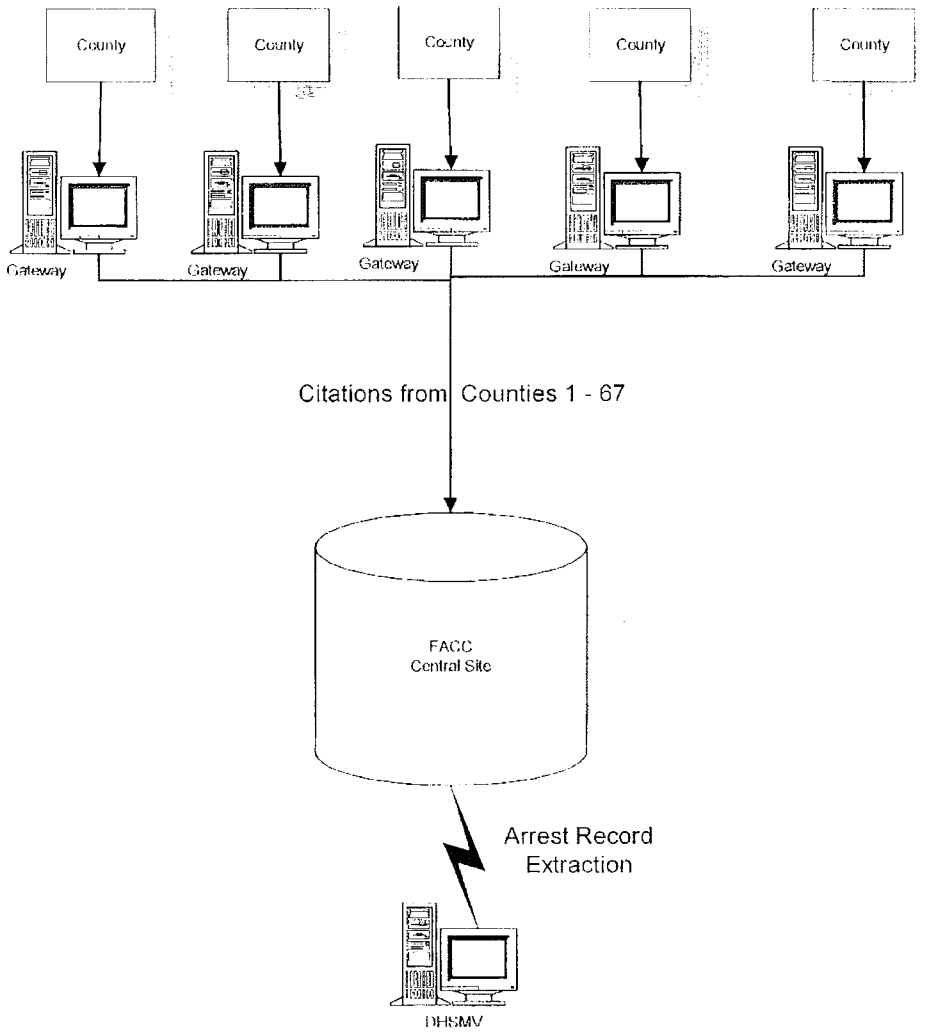
Arrest Records Extracted for the DHSMV

Arrest Records Interface Description

The process of extracting arrest records from the Central Site (FACC) and transmitting it to DHSMV is as follows:

- To begin the process, the Central Site (FACC) will put the data from all new citations with arresting agencies other than new citations directly transmitted to Central Site (FACC) from FHP into the Fixed Length file format with data fields delineated in the *Arrest Record Interface Definition–Extracted for DHSMV* table.
- After this process, the file will be forwarded from the Central Site (FACC) to the DHSMV.

Arrest Records Extracted for DHSMV Transmittal Process



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Arrest Record Interface Definition–*Extracted for DHSMV*

The Arrest Record Interface Definition will be used to extract Arrest Record citations from the Central Site (FACC) and electronically transfer them to DHSMV. This is done for all arresting agencies except for the new citations directly transmitted to Central Site (FACC) from FHP.

Arrest Record Interface Definition *Forwarded to DHSMV*							
ID	Field Description	Data Type	Max Field Size	Start	End	M/O/C	Comments
1	Update Type	A	1	1	1	M	"A" indicates a new citation addition, "U" identifies an existing citation to be updated within the database, and "D" is typically used to identify a citation that has errored out at DHSMV and needs to be deleted.
2	Citation Number	A/N	20	2	21	M	No hyphens will be accepted. Example: "12345AB" is correct, as opposed to "12345-AB". The citation must have a valid format: it must be 7 characters long. Field has been increased for future TCATS enhancements
3	Check Digit	A/N	1	22	22	O	The check digit for the citation. It must be either a numeric digit, or the letter "X"; it may be left blank if unknown.
4	County Number	N	2	23	24	M	DHSMV county number where violation occurred (values 01-67, see Appendix B) NUMBER ONLY – Right justify the number, fill with Zeros to the left. The county number in the data must match the county number in the file name.
5	Jurisdiction Number	N	2	25	26	M	Jurisdiction Number of the location where violation occurred. See Appendix A for city numbers and county seat numbers. Use number for county seat if violation occurred in an unincorporated area. NUMBER ONLY – Right justify the number, fill with Zeros to the left
6	City Name	A/N	20	27	46	O	Full name of city where violation occurred.
7	Issue Agency Type	A/N	1	47	47	M	Agency Type (e.g. 1=FHP, 2=city police, 3=sheriff's office, 4=other)
8	Issue Agency Code	N	2	48	49	O	Use Agency Type, zero-filled.
9	Issue Agency Name	A/N	20	50	69	C	Agency Name: required if agency type =2 or 4.
10	Day of Week	A/N	4	70	73	O	Up to 4 char abbreviation for day of week (MOND, TUES,WEDN,THUR,FRID,SATU,SUND)
11	Offense Date	DATE	10	74	83	M	Format: MM/DD/YYYY Ex. 07/07/2001. Future dates will be rejected.
12	Offense Time	DATE	5	84	88	C	Format HH:MM Ex. 08:30. Do Not Use Military Time.
13	Offense Time (am/pm)	A/N	1	89	89	C	Values "A"=am, "P"=pm, or blank if unknown.
14	Driver – First Name	A	80	90	169	M	
15	Driver – Middle Name	A	80	170	249	C	Blank if driver has no middle name, otherwise provide value.
16	Driver – Last Name	A	80	250	329	M	In addition to upper-case alphabetic characters (A-Z), hyphen ("-"), apostrophe (" ' "), and blank are allowed.
17	Driver – Suffix	A/N	1	330	330	O	Violator name suffix: "J" for 'junior', "S" for 'senior', "2" for 'the second', "3" for 'the third', etc.; leave blank if no suffix in driver's name or if driver's name is "the first".

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Arrest Record Interface Definition *Forwarded to DHSMV*							
ID	Field Description	Data Type	Max Field Size	Start	End	M/ O/ C	Comments
18	Street Address	A/N	30	331	360	C	Driver's street address. Field is required if license number (field 28) is not provided, or if license is from out of state. Only characters allowed are A-Z, 0-9, "#" (number sign), "-" (hyphen), "/" (forward slash, needed for half-numbers in address), and blank. Use "GENERAL DELIVERY" if unknown.
19	Address diff than Driver License	A/N	1	361	361	O	'Y' if address different than on driver license
20	City	A/N	20	362	381	C	Driver's address (city). Field is required if license number (field 28) is not provided, or if license is from out of state. Use County Seat where citation was issued if not known.
21	State of Driver's Address	A/N	2	382	383	C	Driver's address state code (See Appendix A). Field is required if license number (field 28) is not provided, or if license is from out of state. Use value 'CD' for Canadian addresses and 'MX' from Mexico (all provinces); use 'FF' for other foreign countries.
22	Zip Code	A/N	9	384	392	C	Driver's address (zip code). Field is required if license number (field 28) is not provided, or if license is from out of state. Value "00000" may be used if zip is unknown.
23	Telephone	A/N	10	393	402	O	10 digits, no hyphen Ex. 8502985600
24	Birth Date	DATE	10	403	412	C	Format: MM/DD/YYYY Ex. 07/07/2001; all zeros if unknown and a Field 28 has a value. Field is required if license number (field 28) is not provided, or if license is from out of state, if unknown use default Date of Birth of '01/01/1900'.
25	Race	A/N	1	413	413	O	W – White, B – Black, I – Indian American, A – Asian, H – Hispanic, O - other
26	Sex	A/N	1	414	414	C	M or F; blank if unknown. Field is required if license number (field 28) is not provided, or if license is from out of state.
27	Height	A/N	3	415	417	O	Only numbers, Ex. 6'10" should be 610
28	Driver License Number	A/N	25	418	442	C	Full license number, **excluding** hyphens. Leave blank if unknown (values "NONE", "NOT CARRIED", etc. are not valid). A Florida driver's license, if non-blank, must be 13 characters long, may not contain any embedded spaces. Enter "OOS" for out of state drivers within the US , Canada or Mexico. "NDL" for driver's licenses from other countries. Blank if FL license and number is unknown.
29	Driver License State	A/N	2	443	444	C	Must be provided if field 28 is not blank; may be provided even if field 28 is blank (to indicate state of license even if license # is unknown). Blank value will default to "FL" if field 21 is set to "FL". Use value 'CD' for Canadian licenses (all provinces);use MX for Mexico;use 'FF' for other foreign countries. (See Appendix A).
30	Driver License Class	A/N	4	445	448	M	Specify the class(values 'A', 'B', 'C', 'D', 'E', 'O' or 'U' for unknown).
31	Violation – Expired DL	DATE	4	449	452	O	Format: YYYY Ex. 2001; "0000" if unknown
32	Commercial Vehicle Code	A/N	1	453	453	M	'Y' for yes if commercial vehicle; 'N' for non-commercial vehicles or unknown.

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Arrest Record Interface Definition *Forwarded to DHSMV*							
ID	Field Description	Data Type	Max Field Size	Start	End	M/O/C	Comments
33	Vehicle Year	DATE	4	454	457	O	Format: YYYY Ex. 2001; "1900" if unknown. Blank if pedestrian or bicycle.
34	Vehicle Make	A/N	15	458	472	O	Ex: "FORD", "GM" "UNKNOWN" if unkbnown. Blank if pedestrian or bicycle. See Appendix F
35	Vehicle Style	A/N	10	473	482	O	Ex: "TRUCK"; "UNKNOWN" if unknown. Blank if pedestrian or bicycle. See Appendix F
36	Vehicle Color	A/N	7	483	489	O	"UNKNOWN" if unknown. Blank if pedestrian or bicycle. See Appendix F
37	Hazardous Materials	A/N	1	490	490	M	"Y" indicates hazardous materials. 'N' otherwise
38	Vehicle Tag Number	A/N	10	491	500	O	NO HYPHENS – ONLY CHARACTERS
39	Vehicle Trailer Tag Number	A/N	10	501	510	O	NO HYPHENS - ONLY CHARACTERS
40	Vehicle State	A/N	2	511	512	O	
41	Vehicle Tag Expiration Year	DATE	4	513	516	C	Format: YYYY Ex. 2001; Required if vehicle was involved in the offense, may be left blank for pedestrian, bicycle, or no tag offense. For permanent registration leave tag expiration year blank and choose 'Y' for permanent registration.
42	Companion Citation	A/N	1	517	517	O	'Y' for yes or leave blank
43	Violation Location	A/N	35	518	552	O	Brief descr. Of viol. location
44	Distance – Feet	N	5	553	557	O	Violation location: distance in feet from a landmark. NUMBER ONLY – Right justify the number, fill with Zeros to the left; all zeros if N/A
45	Distance – Miles	N	5	558	562	O	Violation location: distance in miles from nearest town. NUMBER ONLY – Right justify the number, fill with Zeros to the left; all zeros if N/A
46	Direction N	A/N	1	563	563	O	Violation location: 'N' for North, or leave field blank
47	Direction S	A/N	1	564	564	O	Violation location: 'S' for South, or leave field blank
48	Direction E	A/N	1	565	565	O	Violation location: 'E' for East, or leave field blank
49	Direction W	A/N	1	566	566	O	Violation location: 'W' for West, or leave field blank
50	Of Node	N	10	567	576	O	Identification of node (required on UTC by some counties). NUMBER ONLY – Right justify the number, fill with Zeros to the left; all zeros if N/A.
51	Actual Speed	N	3	577	579	C	NUMBER ONLY – Right justify the number, fill with Zeros to the left; "000" if N/A. Required for speeding violations where posted speed is exceeded.
52	Posted Speed	N	2	580	581	C	NUMBER ONLY – Required for speeding violations where posted speed is exceeded. "00" if N/A
53	Hwy 4 Lane	A/N	1	582	582	O	'Y' for yes, or leave field blank
54	Hwy Interstate	A/N	1	583	583	O	'Y' for yes, or leave field blank
55	Violation – Careless	A/N	1	584	584	O	'Y' for yes, or leave field blank
56	Violation – Device	A/N	1	585	585	O	'Y' for yes, or leave field blank
57	Violation – ROW	A/N	1	586	586	O	'Y' for yes, or leave field blank
58	Violation – Lane	A/N	1	587	587	O	'Y' for yes, or leave field blank
59	Violation – Passing	A/N	1	588	588	O	'Y' for yes, or leave field blank
60	Violation - Child Restraint	A/N	1	589	589	O	'Y' for yes, or leave field blank
61	Violation – DUI	A/N	1	590	590	O	'Y' for yes, or leave field blank

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Arrest Record Interface Definition *Forwarded to DHSMV*							
ID	Field Description	Data Type	Max Field Size	Start	End	M/ O/ C	Comments
62	Blood Alcohol Level	A/N	4	591	594	C	No decimal point should be present; a blood alcohol level of .080% may be represented as either "080 " with a trailing blank, or "0080". Blank for non-DUI violations, non-alcohol DUI violations, refused blood alcohol test, or if level not provided.
63	Violation Seatbelt	A/N	1	595	595	O	'Y' for yes, or leave field blank
64	Violation – Equipment	A/N	1	596	596	O	If improper or unsafe equipment, enter 'Y' for Yes or leave field blank.
65	Violation Tag – Less	A/N	1	597	597	O	Tag expired for 6 months or less 'Y' for yes, or leave field blank
66	Violation Tag – More	A/N	1	598	598	O	Tag expired longer than 6 months 'Y' for yes, or leave field blank
67	Violation – Insurance	A/N	1	599	599	O	No proof of insurance 'Y' for yes, or leave field blank
68	Violation – Expired Driver License	A/N	1	600	600	O	'Y' for yes or leave field blank
69	Violation – Exp Dr. License. More	A/N	1	601	601	O	Driver license expired more than 6 months: 'Y' for yes, or leave field blank
70	Violation – No Valid Driver License	A/N	1	602	602	O	License not valid, 'Y' or leave blank
71	Violation – Suspended License.	A/N	1	603	603	O	Driving w/ suspended/revoked license 'Y' for yes, or leave blank
72	Other Comments	A/N	90	604	693	O	
73	Violation – Code	N	3	694	696	M	The DHSMV violation code for the offense (see DHSMV's Appendix C).
74	FL DL Edit Override	A	1	697	697	C	A value of "Y" to override the TCATS Central Site Florida Driver's License edit, this is ONLY for citations that have previously had a Florida DL # error from TCATS. Blank otherwise.
75	State Statute Indicator	A/N	1	698	698	M	Should always be 'Y' for yes.
76	Section	A/N	11	699	709	M	Chapter should occupy first 3 positions, followed by section (e.g. "316183").Special Characters are not allowed.(ie. "-","."("","}"). No space between Chapter and Subsection allowed.Left justified. Subsection should be provided in Sub-section field(79) not in Section field(78)
77	Sub – Section	A/N	11	710	720	C	Required if the specified section has subsection(s). Parentheses and Periods are not allowed: e.g. "3c1" not "(3)(c).1". Letters must be lowercase.Left Justified
78	Crash – Y/N	A/N	1	721	721	M	'Y' for crash, 'N' otherwise
79	Property Damage – Y/N	A/N	1	722	722	M	'Y' for property damage. 'N' otherwise
80	Property Damage Amount	MONEY	6	723	728	O	NO DECIMALS, whole dollar amounts; all zeros if N/A
81	Injury – Y/N	A/N	1	729	729	M	'Y' for injury. 'N' otherwise.
82	Serious Injury – Y/N	A/N	1	730	730	M	'Y' for Serious Injury. 'N' otherwise
83	Fatal Injury – Y/N	A/N	1	731	731	C	'Y' for Fatal. 'N' oterwise

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Arrest Record Interface Definition *Forwarded to DHSMV*							
ID	Field Description	Data Type	Max Field Size	Start	End	M/O/C	Comments
84	Method of Arrest	N	1	732	732	O	1 – Visual 3 – Radar 4 – Aircraft 5 – Laser Use value '1' if radar or aircraft is not specified by law enforcement officer in Comments box. Value can be zero if method of arrest is completely unknown, or it can be defaulted to 1.
85	Criminal Viol. Court App Required	A/N	1	733	733	O	Indicates that this is a criminal violation which requires a court appearance: 'Y' for yes, or leave blank.
86	Infraction Court App Required	A/N	1	734	734	O	Indicates that this is an infraction which requires a court appearance: 'Y' for yes, or leave blank.
87	Infraction No Court App Required	A/N	1	735	735	O	Indicates that this is an infraction which does not require a court appearance: 'Y' for yes, or leave blank.
88	Court Date	DATE	10	736	745	O	Format: MM/DD/YYYY Ex. 07/07/2001; zeros if N/A
89	Court Time	DATE	5	746	750	O	Format HH:MM Ex. 08:30; "00000" if N/A
90	Court Name	A/N	30	751	780	O	
91	Court Time (am/pm)	A	1	781	781	C	A=AM, P-PM, null if unknown
92	Court Address 1	A/N	50	782	831	O	
93	Court City	A/N	20	832	851	O	
94	Court State	A/N	2	852	853	O	
95	Court Zip	A/N	9	854	862	O	
96	Arrest Delivered To	A/N	22	863	884	O	Place arrested person taken to.
97	Arrest Delivered Date	DATE	10	885	894	O	Format: MM/DD/YYYY Ex. 07/07/2001; zeros if N/A
98	Officer Rank	A/N	10	895	904	O	
99	Officer – First Name	A/N	15	905	919	M	
100	Officer – Middle Name	A/N	15	920	934	O	
101	Officer – Last Name	A/N	20	935	954	M	
102	Officer – Badge Number	A/N	10	955	964	O	
103	Officer ID	N	5	965	969	M	NUMBER ONLY – Right justify the number, fill with Zeros to the left
104	Trooper Unit	A/N	15	970	984	O	
105	BAL .08 or Above	A/N	1	985	985	C	'Y' if driver surrendered to test of alcohol level, and if the BAL measured .080 or above, as indicated in the box 'Driving with an unlawful blood alcohol level' on the Florida DUI uniform traffic citation; blank otherwise
106	DUI Refuse Y/N	A/N	1	986	986	M	'Y' if driver refused test of alcohol level, 'N' otherwise.
107	DUI license surrendered – Y/N	A/N	1	987	987	M	'Y' if driver surrendered their license to the arresting officer. 'N' otherwise.
108	DUI license RSN	A/N	20	988	1007	C	Reason license NOT surrendered
109	DUI eligible – Y/N	A/N	1	1008	1008	M	'Y' if eligible for 30-day temporary permit, or leave field blank
110	DUI eligible – RSN	A/N	20	1009	1028	C	Reason NOT eligible for permit
111	DUI BAR office	A/N	20	1029	1048	C	Location of the Administrative Reviews office
112	Status	A/N	1	1049	1049	M	"A" is for active citations "I" is for inactive citations "D" is for deleted citations

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Arrest Record Interface Definition *Forwarded to DHSMV*							
ID	Field Description	Data Type	Max Field Size	Start	End	M/ O/ C	Comments
113	Aggressive Driver Flag	A	1	1050	1050	M	Value "Y" for aggressive careless driver citation, N otherwise.
114	Criminal indicator	A	1	1051	1051	M	Value 'Y' if this is a criminal violation, 'N' if a civil violation. This field is required for online payment of traffic fines via IPAS; it can be blank otherwise.
115	Fine amount	MONEY	7	1052	1058	O	Fine amount on citation (for civil violations only); format 9999.99 (decimal point required). Zero if not known or for criminal violations. This field is required for online payment of traffic fines via IPAS.
116	Filler	A	25	1059	1083	O	Blank
117	Issue/Arrest Date	DATE	10	1084	1093	O	Issue Date of Citation to violator. Format MM/DD/YYYY (ex. 07/07/2001)
118	Officer Delivery Verification	A	1	1094	1094	M	'Y' if ecitation and officer delivered vitiation to violator. 'N' otherwise.
119	Due Date	Date	10	1095	1104	O	Date Citation is Due for Payment. Red Light Camera Violations Only.
120	Motorcycle	A	1	1105	1105	M	"Y" if motocycle is indicated on the citation. "N" if not indicated.
121	16 Passenger Vehicle	A	1	1106	1106	M	"Y" if 16 passenger vehicle is indicated on the citation. "N" otherwise.
122	Officer Re-exam Flag	A	1	1107	1107	M	"Y" if officer indicated re-exam on the citation; "N" other wise.
123	DUI Violation – Passenger Under 18	A	1	1108	1108	M	"Y" if DUI and passenger under 18 was present. "N" otherwise.
124	E-citation Indicator	A	1	1109	1109	M	"Y" if electronic citation; "N" for paper citation
125	Name Change	A	1	1110	1110	M	"Y" if used to indicate a name change. 'N' otherwise.
126	Commercial DL	A	1	1111	1111	M	"Y" if commercial DL. "N" if non-commercial DL. "U" Unknown.
127	GPS Lat	A/N	8	1112	1119	O	Lattitude for GPS Cordinates of violation.
128	GPS Long	A/N	8	1120	1127	O	Logitude of GPS Cordinates of violation.
129	Violation- Signal Red Light	A	1	1128	1128	O	'Y' if a red light violation. Blank otherwise.
130	Violation – Workers Present	A	1	1129	1129	O	'Y" is construction workers present. Blank otherwise.
131	Violation – Handheld	A	1	1130	1130	O	'Y' if yes. Blank otherwise.
132	Violation – School Zone	A	1	1131	1131	O	'Y' if yes. Blank otherwise.
133	Agency Identifier	A/N	5	1132	1136	O	
134	Permanent Registration	A	1	1137	1137	M	'Y' for permanent registration 'N' otherwise.
135	Compliance Date	Date	10	1138	1147	O	Date the violator must pay the citation
136	Speed Measuring Device ID	A/N	20	1148	1167	O	ID of device used to measure speed for speeding violations.
137	DL Seize	A	1	1168	1168	O	'Y' for yes, or leave blank.Optional Field to provide law enforcement with a way to denote on record the seizure of a license.
138	Business	A	1	1169	1169	O	'Y' if violator is a business (toll/red-light camera violations only.). Blank otherwise.

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Arrest Record Interface Definition *Forwarded to DHSMV*							
ID	Field Description	Data Type	Max Field Size	Start	End	M/O/C	Comments
139	Batch Number	A/N	8	1170	1177	M	Format YYDDDGxx where YY is the year. DDD is the Julian Date. G is the group (always 9), and xx is the DHSMV county number.
	TRAILER RECORD						
1	End of file label	A	3	1	3	M	Value "EOF"
2	Filler	A/N	10	4	13	M	Blanks
5	Creation date	N	8	22	29	M	Current date (format MMDDYYYY)
4	Records sent	N	6	30	35	M	Number of records in file (excluding trailer), right-adjusted, zero-filled
5	Records received	N	6	36	41	M	Always "000000"
6	Filler	A/N	119	42	160	M	Blanks

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Criminal Financial Obligation Data Forwarded to the DHSMV

DHSMV Criminal Financial Obligation Data Interface Description

The process of forwarding Criminal Financila data to the Central Site (FACC) and transmitting it to DHSMV is as follows:

- To begin the process, the county will put the data into the Fixed Length file format with data fields delineated in the *CS Interface Definition–Extracted for DHSMV* table.
- This county CS file will be transmitted to Central Site (FACC), who will combine it with CS files from other counties to create a single CS file.
- After this process, the file will be forwarded from the Central Site (FACC) to the DHSMV.
- The county will receive a confirmation file that will have the same filename as the file sent by the county, but with a ".rpt" extension. This file will list the citation numbers along with the Driver's license number for all of the records that were passed along to DHSMV.
- The County does electronically receive their DHSMV error reports directly from Central Site.

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CS Interface Control Document

DHSMV Criminal Financial Obligation Suspension File Format

ID	Field Description	Data Type	Max Field Size	Start	End	M/O/C	Valid Range	Units	Comments
	Record Detail		**192**						
1	Transaction type	N	1	1	1	M	0-9		2=DL Suspension, 4=Clear Suspension
2	County code	N	2	2	3	M	01-67		TCATS county code, 01=Miami-Dade.
3	Uniform Case Number	A/N	20	4	23	M			OSCA Uniform Case Number Format
4	Clerk Case Number	A	20	24	43	O			Case Number on Clerk Application System
5	DL Number	A/N	13	44	56	C			Driver's license number (1 alpha followed by 12 numerics for Florida licenses). Enter "OOS" for out of state drivers within the US , Canada or Mexico. "NDL" for driver's licenses from other countries. Blank if FL license and number is unknown.
6	Financial obligation amount	Money	9	57	65	M			Financial obligation amount due. Unpaid fees from criminal case resulting in the DL suspension. Format=999999.99 right justified, no commas, no leading zeros, include decimal. The right 2 places are for the cents and the 3rd position from the right must contain the decimal.
7	Effective Date	Date	10	66	75	M			Effective date of county suspension, Format = "MM/DD/YYYY".
8	Restore Date	Date	10	76	85	C			Date of Suspension clearance, date DL restored. Format = "MM/DD/YYYY". Leave blank if DL is not being restored.
9	Court Type	N	1	86	86	M			1=County;2=Circuit,3=Federal, 4=Magistrate.
10	Driver-First Name	A	80	87	166	87			Mandatory when DL Number (field 3) is blank. Driver's First Name
11	Driver--Middle Name	A	80	103	246	103			Mandatory when DL Number (field 3) is blank. Driver's Middle Name. Blank if driver has no middle name.
12	Driver-Last Name	A	80	184	326	184			Mandatory when DL Number (field 3) is blank. In addition to upper-case alphabetic characters (A-Z), hyphen ("-") and blank are allowed.
13	Driver-Suffix	A/N	1	265	327	265			Mandatory when Driver suffix is known. Violator name suffix: "J" for 'junior', "S" for 'senior', "2" for 'the second', "3" for 'the third', etc.; blank if no suffix in driver's name.
14	Driver-date of birth	Date	10	267	337	267			Driver's date of birth format=MM/DD/YYYY
15	Driver-Race	A	1	278	338	278			W-white, B-black, I-Indian American, O=other.
16	Driver-Sex	A	1	280	339	280			M=Male, F=Female
17	Driver-Mailing Address	A/N	30	282	369	282			Mandatory when DL Number (field 3) is blank. Driver's mailing street address.
18	Driver-Mailing City	A/N	20	313	389	313			Mandatory when DL Number (field 3) is blank. Driver's mailing address city
19	Driver-Mailing State	A	2	334	391	334			Mandatory when DL Number (field 3) is blank. Driver's mailing address state
20	Driver-Mailing Zip-code	A/N	9	337	400	337			Mandatory when DL Number (field 3) is blank. Driver's mailing address zip-code.
21	Reinstatement Fee	A	1	347	401	347			If field 1 is a 4 and the reinstatement fee was collected then the value will be 'Y' else value will be 'N'. Note: Must have a "Y" and the restore date to reinstate driving privilege.
	Trailer Record1		**13**						**(Used only from Counties to FACC)**
1	Record Type	A	3	1	3	M			Value = "EOF"
2	Number of Records in file	N	10	4	13	M			Calculated for each transmission as the number of Criminal Financial Obligation Suspension Records in this transmission exclusive of the Header and Trailer records.
	Trailer Record 2								**(Used only for file from FACC to DHSMV)**
1	End of File Label	A	3	1	3	M			VALUE="EOF"

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DHSMV Criminal Financial Obligation Suspension File Format									
ID	Field Description	Data Type	Max Field Size	Start	End	M/O/C	Valid Range	Units	Comments
2	Filler	A/N	10	4	13	M			Blanks
3	Record Type	N	2	14	15	M			Value=90
4	Filler	A/N	6	16	21	M			Blanks
5	Creation Date	N	8	22	29	M			Current Date (Format MMDDYYYY)
6	Records Sent	N	6	30	35	M			Number of records in the File (Excluding Trailer), right-adjusted, zero-filled
7	Records Received	N	6	36	41	M			Always "000000"
8	Filler	A/N	119	42	160	M			Blanks

File Information:
File name = 01000ccyymmdd01cs
File number=01000
ccyymmdd = century(2) year(2) month(2) day(2)
01=file sequence number per day
cs=criminal suspensions file
example: 010002006072801cs

File Staging: Place file in same directory as daily TCATS files

Note:

Suspension:

A suspension will not be added if there is an open suspension on the driving record with the same case number.

To issue or reissue a suspension send a "2" in field 1, transaction type; DHSMV must have a restore date on the driving record to reissue.

Clearance:

The following chart outlines the fields required to provide notice of compliance to DHSMV:

Clearance Action	Field 1: Transaction Type	Field 8: Restore Date	Field 21: Reinstatement Fee
Clear Prior to Effective Date	4	Clearance Date MM/DD/YYYY	N
Clear Post Effective Date/Court Requirements Met. (No DHSMV Fees Collected)	4	Clearance Date MM/DD/YYYY	N
Clear Post Effective Date/Fee Collected (Note: this will take several days to restore the customers driving privilege)	4	Clearance Date MM/DD/YYYY	Y

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Electronic Citation Process for the Florida Highway Patrol (FHP) only

The process for FHP sending electronic citations to Central Site (FACC) is as follows.

- To begin the process, the FHP will put the electronic citations into the "|" Delimited Length file format. For the delimited length convention, fields will be separated by the "|" character, and are listed in the *Citation Interface Definition (Variable length records with fields separated by "|")* table.
- Each record within the file must have an "update type" established of "A"dd. Establishing an update type will determine the action taken by the interface with respect to the incoming file. An "A," is for "add" and is used to identify a new citation being imported that has not already been incorporated into the Central Site database. The program will ensure there are no matching records in the citation history table to avoid replication.
- Finally, the file will be checked for errors. For instance, if an attempt is made to add a citation that currently exists, then an error file will be generated with the citation that caused the error, the error file will be sent to the County in which the citation was written, and the County will contact FHP to correct the error. The error file will be formatted exactly like the citation error file sent to the County (see Citation Error Report File above). It will have a ".frpt" extension, indicating it as an FHP electronic citation error report file
- Once the file has been processed, a new file will be created and sent to the County that the original citation was written in. The file will have "fcit" at the end of the file name to indicate it is an electronic citation file from FHP. This file will also be formatted in a fixed or delimited format, based on the County's specification.
- Please contact FACC if your County would like a "|" Delimited or Fixed layout that can be specifically used by your local agencies.

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Electronic Citation Interface Definition from FHP/LEA to Counties

Citation Interface Definition (Variable length records with fields separated by "|") *From FHP/LEA To Counties*					
ID	Field Description	Data Type	Max Field Size	M/O/C	Comments
1	Update Type	A	1	M	"A" indicates a new citation addition.
2	Citation Number	A/N	20	M	No hyphens will be accepted. Example: "12345AB" is correct, as opposed to "12345-AB". The citation must have a valid format: it must be 7 characters long. Field has been increased for future TCATS enhancements.
3	Check Digit	A/N	1	M	The check digit for the citation. It must be either a numeric digit, or the letter "X"; it may be left blank if unknown.
4	County Number	N	2	M	DHSMV county number where violation occurred, values 01-67 (see Appendix B) NUMBER ONLY – Right justify the number, fill with Zeros to the left
5	Jurisdiction Number	N	2	M	Jurisdiction Number of the location where violation occurred. See Appendix A for city numbers. Use "00" if violation occurred in an unincorporated area, or not listed in Appendix A. NUMBER ONLY – Right justify the number, fill with Zeros to the left
6	City Name	A/N	20	O	
7	Issue Agency Type	A/N	1	M	Agency Type (e.g. 1=FHP, 2=city police, 3=sheriff's office)
8	Issue Agency Code	N	2	O	Agency Code (same as Agency Type)
9	Issue Agency Name	A/N	20	C	Agency Name
10	Day of Week	A/N	4	O	Up to 4 char abbreviation for day of week (MOND, TUES, WEDN, THUR, FRID, SATU, SUND)
11	Offense Date	DATE	10	M	Format: MM/DD/YYYY Ex. 07/07/2001
12	Offense Time	DATE	5	M	Format HH:MM Ex. 08:30. Do Not Use Military Time
13	Offense Time (am/pm)	A/N	1	M	A=AM, P=PM, null if unknown
14	Driver – First Name	A	80	M	The only characters allowed are upper-case alphabetic characters (A-Z)
15	Driver – Middle Name	A	80	C	Blank or null if driver has no middle name, otherwise provide value.
16	Driver – Last Name	A	80	M	The only characters allowed are upper-case alphabetic characters (A-Z), hyphen ('-'),apostrophe (" ' ") or blank
17	Driver – Suffix	A/N	1	O	Violator name suffix. Use "J" for 'junior,' "S" for 'senior,' "2" for 'the second' "3" for 'the third', etc.; leave blank if no suffix in driver's name or if drivers name is "the first".
18	Street Address	A/N	30	C	Field is required if license number (field 28) is not provided, or if license is from out of state. The only characters allowed are upper-case alphabetic characters (A-Z), numeric (0-9), blank, and special characters '#', '-'. And '/' (number sign, hyphen, and forward slash). Use "GENERAL DELIVERY" if unknown.
19	Address diff than Driver License	A/N	1	O	'Must be 'Y' if driver's address is different than on driver license; blank or null otherwise
20	City	A	20	C	Field is required if license number (field 28) is not provided, or if license is from out of state. Use County Seat where citation was issued if not known.

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Citation Interface Definition (Variable length records with fields separated by "|") *From FHP/LEA To Counties*					
ID	Field Description	Data Type	Max Field Size	M/ O/ C	Comments
21	State of Driver's Address	A/N	2	C	Driver's address state code (See Appendix A). Field is required if license number (field 28) is not provided, or if license is from out of state. Use value 'CD' for Canadian addresses and use MX for Mexico (all provinces) ;use 'FF' for other foreign countries.
22	Zip Code	A/N	9	C	Field is required if license number (field 28) is not provided, or if license is from out of state. Value "00000" may be used if zip is unknown.
23	Telephone	A/N	10	O	10 digits, no hyphen Ex. 8502985600
24	Birth Date	DATE	10	C	Format: MM/DD/YYYY Ex. 07/07/2001. Field is required if license number (field 28) is not provided, or if license is from out of state. If unknown use default date of birth of '01/01/1900'.
25	Race	A/N	1	O	W – White, B – Black, I –Indian American, A – Asian, H – Hispanic, O - other
26	Sex	A/N	1	C	M or F. Field is required if license number (field 28) is not provided, or if license is from out of state.
27	Height	A/N	3	O	Only numbers, Format: First Digit = Feet, Digits 2 and 3 = Inches, 6'10" should be 610
28	Driver License Number	A/N	21	O	Full license number, **excluding** hyphens. Leave blank if unknown (values "NONE", "NOT CARRIED", etc. are not valid). A Florida driver's license, if non-blank, must be 13 characters long, may not contain any embedded spaces
29	Driver License State	A/N	2	C	Must be provided if field 28 is not null; may be provided even if field 28 is null (to indicate state of license even if license # is unknown). Blank or null will default to "FL". Use value 'CD' for Canadian licenses (all provinces); use MX for Mexico;use 'FF' for other foreign countries. See Appendix A.
30	Driver License Class	A/N	4	M	Specify the class(values 'A', 'B', 'C', 'D', 'E', 'O' or 'U' for unknown).
31	Driver License Expire Year	DATE	4	O	Format: YYYY Ex. 2001
32	Commercial Vehicle Code	A/N	1	M	'Y' for yes if commercial vehicle. 'N' for non-commercial vehcles.
33	Vehicle Year	DATE	4	M	Format: YYYY Ex. 2001 Required if a vehicle was involved in the offense; may be left blank for pedestrian or bicycle offenses.1900 if unknown
34	Vehicle Make	A/N	15	M	Ex: "FORD", "GM" Required if a vehicle was involved in the offense; may be left blank for pedestrian or bicycle offenses; "UNKNOWN" if unknown. See Appendix F
35	Vehicle Style	A/N	10	M	Ex: "TRUCK","4DR", "2DR","SUV" Required if a vehicle was involved in the offense; may be left blank for pedestrian or bicycle offenses; "UNKNOWN" if unknow. See Appendix F
36	Vehicle Color	A/N	7	M	Required if a vehicle was involved in the offense; may be left blank for pedestrian or bicycle offenses. "UNKNOWN" if unknown See Appendix F
37	Hazardous Materials	A/N	1	M	"Y" indicates hazardous materials. 'N' Otherwise.
38	Vehicle Tag Number	A/N	10	C	NO HYPHENS – ONLY CHARACTERS. Required if a vehicle was involved in the offense; may be left blank for pedestrian, bicycle, or no tag offenses.

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Citation Interface Definition (Variable length records with fields separated by "|") *From FHP/LEA To Counties*					
ID	Field Description	Data Type	Max Field Size	M/ O/ C	Comments
39	Vehicle Trailer Tag Number	A/N	10	C	NO HYPHENS - ONLY CHARACTERS. Required if a vehicle was involved in the offense; may be left blank for pedestrian, bicycle, or no tag offenses.
40	Vehicle State	A/N	2	C	Required if a vehicle was involved in the offense; may be left blank for pedestrian or bicycle
41	Vehicle Tag Expiration Year	DATE	4	C	Format: YYYY Ex. 2001; Required if vehicle was involved in the offense, may be left blank for pedestrian, bicycle, or no tag offense. "Permanent Registration" leave expiration date blank and put 'Y' for permanent registration.
42	Companion Citation	A/N	1	O	Use value 'Y' if any companion citation(s) issued at the same time; blank or null otherwise.
43	Violation Location	A/N	35	O	Brief descr. Of viol. Location
44	Distance – Feet	N	5	O	Violation location: distance in feet from a landmark. NUMBER ONLY – Right justify the number, fill with Zeros to the left; all zeros if N/A
45	Distance – Miles	N	5	O	Violation location: distance in miles from nearest town. NUMBER ONLY – Right justify the number, fill with Zeros to the left; all zeros if N/A
46	Direction N	A/N	1	O	Violation location: 'N' for North, or leave field blank
47	Direction S	A/N	1	O	Violation location: 'S' for South, or leave field blank
48	Direction E	A/N	1	O	Violation location: 'E' for East, or leave field blank
49	Direction W	A/N	1	O	Violation location: 'W' for West, or leave field blank
50	Of Node	N	10	O	Identification of node (required on UTC by some counties). NUMBER ONLY – Right justify the number, fill with Zeros to the left; all zeros if N/A.
51	Actual Speed	N	3	C	NUMBER ONLY – Right justify the number, fill with Zeros to the left; "000" if N/A. Required for speeding.
52	Posted Speed	N	2	C	NUMBER ONLY – Required for speeding violations where posted speed is exceeded. "00" if N/A
53	Hwy 4 Lane	A/N	1	O	'Y' for yes, or leave field blank
54	Hwy Interstate	A/N	1	O	'Y' for yes, or leave field blank
55	Violation – Careless	A/N	1	O	'Y' for yes, or leave field blank
56	Violation – Device	A/N	1	O	'Y' for yes, or leave field blank
57	Violation – Row	A/N	1	O	'Y' for yes, or leave field blank
58	Violation – Lane	A/N	1	O	'Y' for yes, or leave field blank
59	Violation – Passing	A/N	1	O	'Y' for yes, or leave field blank
60	Violation – Child Restraint	A/N	1	O	'Y' for yes, or leave field blank
61	Violation – DUI	A/N	1	O	'Y' for yes, or leave field blank
62	Blood Alcohol Level	A/N	4	C	No decimal point should be present; a blood alcohol level of .080% may be represented as either "080 " with a trailing blank, or "0080". Blank for non-DUI violations, non-alcohol DUI violations, refused blood alcohol test, or if level not provided
63	Violation Seatbelt	A/N	1	O	'Y' for yes, or leave field blank
64	Violation – Equipment	A/N	1	O	If improper or unsafe equipment, enter 'Y' for yes
65	Violation Tag – Less	A/N	1	C	Tag expired for 6 months or less: 'Y' indicates yes, blank or null otherwise
66	Violation Tag – More	A/N	1	C	Tag expired more than 6 months: 'Y' for yes, blank or null otherwise

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Citation Interface Definition (Variable length records with fields separated by "|") *From FHP/LEA To Counties*					
ID	Field Description	Data Type	Max Field Size	M/O/C	Comments
67	Violation – Insurance	A/N	1	O	No proof of insurance 'Y' for yes, or leave field blank
68	Violation – Expired Driver License	A/N	1	O	'Y' for yes or leave field blank
69	Violation – Exp Dr. License. More	A/N	1	C	Driver license expired more than 6 months:'Y' indicates yes, blank or null otherwise.
70	Violation – Invalid Driver License	A/N	1	O	License not valid, 'Y' or leave blank
71	Violation – Suspended License.	A/N	1	O	Driving w/ suspended/revoked license 'Y' for yes, or leave blank
72	Other Comments	A/N	90	O	
73	Violation – Code	N	3	M	Derived formula from Statute.The DHSMV violation code for the offense (See DHSMV 's Appendix C).
74	Filler	A/N	1	O	Blank
75	State Statute Indicator	A/N	1	M	In violation of state statute 'Y' for yes
76	Section	A/N	11	M	Chapter should occupy first 3 positions, followed by section (e.g. "316183").Special Characters are not allowed.(ie. "-","."("","}"). No space between Chapter and Subsection allowed.Left justified. Subsection should be provided in Sub-section field(77) not in Section field(76)Chapter and section (required if State Statute Indicator above is 'Y'.
77	Sub – Section	A/N	11	C	Required if the specified section has subsection(s). Parentheses and Periods are not allowed: e.g. "3c1" not "(3)(c).1". Letters must be lowercase.Left JustifiedSubsection of Florida statute (required if State Statute Indicator above is 'Y' and if the specified section has subsection(s).
78	Crash – Y/N	A/N	1	M	'Y' for crash, 'N' for no crash
79	Property Damage – Y/N	A/N	1	M	'Y' for property damage, 'N' for no property damage.
80	Property Damage Amount	MONEY	6	O	NO DECIMALS, whole dollar amounts.
81	Injury – Y/N	A/N	1	M	'Y' for injury, 'N' fo no injury.
82	Serious Injury – Y/N	A/N	1	M	'Y' for serious injury, 'N' otherwise
83	Fatal Injury – Y/N	A/N	1	M	'Y' fatal injury. 'N' other wise.
84	Method of Arrest	N	1	C	1 – Visual 3 – Radar 4 – Aircraft 5 – Laser Required if arresting agency is FHP
85	Criminal Viol. Court App Required	A/N	1	O	Indicates that this is a criminal violation which requires a court appearance: 'Y' for yes, or leave blank. If 'Y' then fields 93 and 94 must be blank.
86	Infraction Court App Required	A/N	1	O	Indicates that this is an infraction which requires a court appearance: 'Y' for yes, or leave blank. If 'Y' then fields 92 and 94 must be blank.
87	Infraction Court No App Required	A/N	1	O	Indicates that this is an infraction which does not require a court appearance: 'Y' for yes, or leave blank. If 'Y' then fields 92 and 93 must be blank
88	Court Date	DATE	10	O	Format: MM/DD/YYYY Ex. 07/07/2001
89	Court Time	DATE	5	O	Format HH:MM Ex. 08:30
90	Court Name	A/N	30	O	

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Citation Interface Definition (Variable length records with fields separated by "|") *From FHP/LEA To Counties*					
ID	Field Description	Data Type	Max Field Size	M/O/C	Comments
91	Court Time (am/pm)	A	1	C	A=AM, P=PM, null if unknown
92	Court Address 1	A/N	50	O	
93	Court City	A/N	20	O	
94	Court State	A/N	2	O	
95	Court Zip	A/N	9	O	
96	Arrest Delivered To	A/N	22	O	Place arrested person taken to.
97	Arrest Delivered Date	DATE	10	O	Format: MM/DD/YYYY Ex. 07/07/2001
98	Officer Rank	A/N	10	O	
99	Officer – First Name	A/N	15	M	
100	Officer – Middle Name	A/N	15	O	
101	Officer – Last Name	A/N	20	M	
102	Officer – Badge Number	A/N	10	M	
103	Officer ID	N	5	M	NUMBER ONLY – Right justify the number, fill with Zeros to the left
104	Officer Unit	A/N	15	O	
105	BAL .08 or Above	A/N	1	C	'Y' for yes, or leave field blank
106	DUI Refuse	A/N	1	C	'Y' for yes, or leave field blank
107	DUI license surrendered – Y/N	A/N	1	C	'Y' for yes, 'N' otherwise
108	DUI license RSN	A/N	20	C	Reason license NOT surrendered
109	DUI eligible – Y	A/N	1	C	'Y' for yes, 'N' otherwise
110	DUI eligible – RSN	A/N	20	C	Reason NOT eligible for permit
111	DUI BAR office	A/N	20	C	Location of Administrative Reviews office
112	Status	A/N	1	M	"A" is for active citations
113	Aggressive Driver Flag	A	1	M	Value "Y" for aggressive driver citation (road rage), N otherwise.
114	Criminal indicator	A	1	M	Value 'Y' if this is a criminal violation, 'N' if a civil violation.
115	Fine amount	MONEY	7	M	Fine amount on citation (for civil violations only); format 9999.99 (decimal point required). Null if not known or for criminal violations.
116	Form Version	A/N	25	O	
117	Issue/Arrest Date	DATE	10	O	Issue Date of citation to violator. Format: MM/DD/YYYY Ex. 07/07/2001
118	Officer Delivery Verification	A	1	M	'Y' if Violator signed citation. 'N' otherwise
119	Due Date	A/N	10	O	Date Citation is Due for Payment. Red Light and Toll violations only
120	Motorcycle	A	1	M	"Y" if motocycle is indicated on the citation. "N" if not indicated.
121	16 Passenger Vehicle	A	1	M	"Y" if 16 passenger vehicle is indicated on the citation. "N" otherwise.
122	Officer Re-exam Flag	A	1	M	"Y" if officer indicated re-exam on the citation; "N" otherwise.
123	DUI Violation – Passenger under 18	A	1	M	"Y" if DUI and passenger under 18 was present. "N" otherwise.
124	Ecitation Indicator	A	1	M	"Y" for e-citation.
125	Name Change	A	1	M	Values is always 'N' for ecitations.
126	Commercial DL	A	1	M	"Y" if commercial DL. "N" if non-commercial DL. "U" Unknown.
127	GPS Lat	A/N	8	O	Latitude in decimal degrees from GPS coordinates of violation. This value will always be a positive number in the range of 24.0000 to 31.5000

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Citation Interface Definition (Variable length records with fields separated by "|") *From FHP/LEA To Counties*					
ID	Field Description	Data Type	Max Field Size	M/O/C	Comments
128	GPS Long	A/N	8	O	Longitude in decimal degrees from GPS coordinates of violation. This value will always be a negative number in the range of -88.0000 to -79.0000.
129	Violation – Signal Red Light	A	1	O	'Y' if a red light violation. Blank otherwise.
130	Violation – Workers Present	A	1	O	'Y" is construction workers present. Blank otherwise.
131	Violation – Handheld Device	A	1	C	'Y' if yes. Blank otherwise
132	Violation - School Zone	A	1	C	'Y' if yes. Blank otherwise.
133	Agency Identifier	A	5	O	
134	Permanent Registration	A	1	M	'Y' for permanent registration, 'N' otherwise.
135	Speed Measuring Device ID	A/N	20	O	ID of device used to measure speed for speeding violations.
136	DL Seize	A	1	O	'Y' for yes, or leave blank. Optional Field to provide law enforcement with away to denote on record the seizure of a license.
137	Business	A	1	C	'Y' if violator is a business (toll/red-light camera violations only.)
138	Filler	A	10	O	Blank.
	TRAILER RECORD				(FROM FHP TO TCATS CENTRAL SITE ONLY)
1	End of file label	A	3	M	Value "EOF"
2	Separator	A/N	1	M	Value "|" ('pipe' symbol)
3	Number of records	N	11	M	Number of records in file (not including trailer), right-adjusted, blank-filled
4	Final separators	A/N	2	M	Value "||" (2 pipe symbols)

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Appendix A – Jurisdiction Numbers

Agency location code information from the Florida Department of Highway Safety and Motor Vehicles Uniform Traffic Citation Procedures Manual Appendix A revised March 2010. The online version of the document can be found at the following URL:

http://www.flhsmv.gov/ddl/utc/APPENDIX_A.pdf

1. STATE ABBREVIATIONS

Alabama	AL
Alaska	AK
Arizona	AZ
Arkansas	AR
California	CA
Colorado	CO
Canada	CD
Connecticut	CT
Delaware	DE
Dist. of Columbia	DC
Florida	FL
Georgia	GA
Hawaii	HI
Idaho	ID
Illinois	IL
Iowa	IA
Kansas	KS
Kentucky	KY
Louisiana	LA
Maine	ME
Maryland	MD
Massachusetts	MA
Mexico	MX
Michigan	MI
Minnesota	MN
Mississippi	MS
Missouri	MO
Montana	MT
Nebraska	NE
Montana	MT
Nebraska	NE
Nevada	NV
New Hampshire	NH
New Jersey	NJ
New Mexico	NM
New York	NY
North Carolina	NC
North Dakota	ND
Ohio	OH
Oklahoma	OK
Oregon	OR
Pennsylvania	PA
Rhode Island	RI
South Carolina	SC
South Dakota	SD
Tennessee	TN
Texas	TX
Utah	UT
Vermont	VT
West Virginia	WV
Washington	WA
Wisconsin	WI
Wyoming	WY

NOTE: All other foreign countries = FF

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Alachua

Alachua	30
Archer	32
Gainesville	34
Hawthorne	36
High Springs	38
La Crosse	39
Micanopy	40
Newberry	42
Santa Fe Community College	31
University of Florida	50
Waldo	60

Baker

Glen St. Mary	50
MacClenny	60

Bay

Bayview	28
Calloway	30
Cedar Grove	32
Florida State University	61
Highland Park	31
Lynn Haven	34
Mexico Beach	40
Panama City Airport	60
Panama City Beach	62
Panama City	50
Parker	51
Springfield	52

Bradford

Brooker	35
Hampton	37
Lawtey	39
Starke	40
Sumterville	31

Brevard

Canova Beach	28
Cape Canaveral	30
Cocoa Beach	34
Cocoa West	49
Cocoa	32
EAU Gallie	36
FL Institute of Technology	56

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Indialantic	38
Indian Harbour Beach	40
June Park	47
Kennedy Space Center	64
Malabar	60
Melbourne	42
Melbourne Airport Authority	66
Melbourne Beach	44
Melbourne Village	65
Merritt Island	45
Mims	41
Palm Shores	62
Patrick AFB	48
S Patrick Shores	51
West EAU Gallie	53
Palm Bay	46
Rockledge	50
Satellite Beach	52
Titusville	54
West Melbourne	43

Broward

Broadview Park	37
Browardale	29
Carver Ranch Est	39
Coconut Creek	28
Collier Manor	35
Cooper City	30
Coral Springs	31
Dania	32
Davie	34
Deerfield Beach	36
Fort Lauderdale	38
Hacienda	41
Hallandale	40
Hillsboro Beach	42
Hollywood Rdg Farm	46
Hollywood	44
Lake Forest	47
Lauderdale-By-The Sea	48
Lauderhill Lakes	50
Lauderhill	52
Lazy Lakes Village	54
Lighthouse Point	56
Margate	60
Melrose Park	61
Miramar	62
North Andrews Ter	67
North Lauderdale	63

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Oakland Park	64
Oakland Park	64
Parkland	71
Pembroke Park	66
Pembroke Pines	68
Plantation	70
Pompano Beach Highlands	65
Pompano Beach	72
Riverland Village	69
Sea Ranch Lakes	74
Seminole Indian Tribe	75
Sunrise	76
Tamarac	77
West Hollywood	78
West Park	33
Weston	79
Wilton Manors	80

Calhoun

Altha	30
Blountstown	32

Charlotte

Punta Gorda	50
Englewood	52
Port Charlotte	54

Citrus

Crystal River	40
Inverness	42

Clay

Doctors Inlet	38
Green Cove Springs	40
Keystone Heights	42
Lee Field NAS	46
Middleburg	48
Orange Park	44
Penny Farms	47

Collier

East Naples	56
Everglades	40
Immokalee	50
Naples	52
North Naples	54

Columbia

Fort White	50

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Lake City	51
Watertown	49

Dade

Aventura	29
Bal Harbour	30
Bay Harbour Island	32
Biscayne Gardens	33
Biscayne Park	34
Browns Village	47
Bunche Park	45
Carol City	37
Coconut Grove	36
Coral Gables	38
Coral Way Village	40
Cutler Ridge	42
Dade County School Board	31
El Portal	44
Florida City	46
Florida Int'l. University	99
Golden Beach	48
Golden Glades	50
Goulds	52
Hialeah Gardens	56
Hialeah	54
Homestead AFB	59
Homestead	58
Indian Creek Village	60
Islandia	61
Kendall	63
Key Biscayne	62
Leisure City	65
Medley	64
Miami Beach	68
Miami Lakes	69
Miami Shores	70
Miami Springs	72
Miami Turnpike	67
Miami	66
Miccosukee Indian Reser.	73
Naranja	74
North Bay Village	78
North Bay	76
North Miami Beach	82
North Miami	80
Norwood	71
Ojus	83
Olympia Heights	77
Opa Locka	84

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Palmetto Estates	79
Pennsuco	75
Perrine	85
Pinewood	81
Richmond Heights	86
South Miami Heights	95
South Miami	87
Sunny Isle Beach	88
Surfside	89
Sweetwater	90
Uleta	96
University of Miami	94
Village of Pinecrest	35
Virginia Gardens	92
West Miami	93
Westview	98
Westwood Lakes	97

Desoto

Arcadia	30

Dixie

Cross City AF STA	45
Cross City	40
Horseshoe Beach	50

Duval

Atlantic Beach	30
Baldwin	32
Bayard	34
Cecil Fields	48
Dinsmore	36
Jacksonville Beach	40
Jacksonville NAS	50
Jacksonville Port Authority	38
Jacksonville Universrity	46
Jacksonville	38
Mandarin	42
Mayport NAS	52
Neptune Beach	44
University of North Florida	60

Escambia

Brent	28
Cantonment	30
Century	32
Corry Field NAS	66
Ellyson Field NAS	68
Environmental Enforcement	45

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Escambis NAS	72
Myrtyle Grove	40
Pensacola Junior College	61
Pensacola	50
Saufley Field NAS	70
University of West Florida	64
Warrington	62
West Pensacola	63

Flagler

Beverly Beach	28
Bunnell	30
Flager Beach	40
Marineland	42
Painters Hil	44
Palm Coast	53

Franklin

Apalachicola	30
Carrabelle	32
Eastpoint	31

Gadsden

Chattahoochee	30
Greensboro	32
Gretna	34
Havana	40
Midway	45
Quincy	50

Gilchrist

Trenton	50
Bell	44
Fanning Springs	46

Glades

Moore Haven	40

Gulf

Port St. Joe	40
Ward Ridge	50
Wewahitchka	52

Hamilton

Jasper	40
Jennings	42
White Springs	60

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Hardee

Bowling Green	40
Wauchula	60
Zolfo Springs	80

Hendry

Clewiston	40
LaBelle	50

Hernando

Brooksville	30
Weekiwachee	40

Highlands

Avon Park	30
Lake Placid	40
Sebring	50
Sebring Airport Police	51

Hillsborough

Brandon	39
Clair-Mel	38
E Lake Orient Park	46
Egypt Lake	47
Lake Carroll	48
Lake Magdalene	49
Leto	44
Macdill AFB	58
Palm River	51
Plant City	40
Progress Village	42
Rocky Creek	43
Ruskin	45
Sweet Water Creek	41
Tampa Int'l Airport	60
Tampa	50
Temple Terrace	52
University of South Florida	54
University of Tampa	56

Holmes

Bonifay	30
Esto	32
Ponce de Leon	40
Westville	36

Indian River

Fellsmere	36
Indian River Shores	40

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Sebastian	50
Vero Beach South	54
Vero Beach	52
Wabasso	60

Jackson

Alford	28
Bascom	52
Campbelton	29
Cottondale	30
Graceville	40
Grand Ridge	42
Greenwood	44
Malone	46
Marianna	50
Sneads	51

Jefferson

Monticello	40

Lafayette

Mayo	40

Lake

Astatula	28
Clermont	30
Eustis	32
Fruitland Park	34
Groveland	36
Howey-In-The-Hills	38
Lady Lake	40
Leesburg	42
Mascotte	50
Minneola	52
Montverde	53
Mount Dora	54
Tavares	60
Umatilla	62

Lee

Bonita Springs	30
Cape Coral	41
Florida Gulf Coast Univ.	31
Fort Myers Beach	42
Fort Myers SE	43
Fort Myers SW	46
Fort Myers VL/PIN MIN	44
Fort Myers	40
Lee County Airport Police	56

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Lee County Port Authority	56
Lee County Toll Authority	32
Lehigh Acres	45
North Fort Myers	47
Sanibel	50
Tice	55

Leon

Florida A & M University	30
Florida State University	40
Tallahassee	50
Tallahassee Comm. College	45

Levy

Bronson	30
Cedar Key	32
Chiefland	34
Fanning Springs	42
Inglis	40
Otter Creek	41
Williston	60
Yankeetown	62

Liberty

Bristol	30

Madison

Greenville	30
Lee	32
Madison	40

Manatee

Anna Maria	30
Bayshore Gardens	48
Bradenton Beach	34
Bradenton	32
Cedar Hmmck	35
Holmes Beach	36
Memphis	44
Oneco	40
Palmetto	42
Parrish	43
Samoset	46
West Bradenton	50

Marion

Belleview	30
Dunnellon	32
Mcintosh	34

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Ocala	40
Reddick	42
Silver Springs	50
West End	39

Martin

Hobe Sound	39
Indiantown	40
Jensen Beach	41
Jupiter Island	42
Ocean Breeze Park	50
Ocean Ridge Park	52
Palm City	53
Port Salerno	54
Port St Lucie	56
Sewall's Point	60
Stuart	62

Monroe

Boca Chica NAS	50
Boca Chica	48
Islamorada	30
Key Colony Beach	40
Key Largo	41
Key West	42
Layton	44
Marathon	45
Munson Island	46
Plantation	43
Tavernier	52

Nassau

Callahan	30
Fernandina Beach	40
Hilliard	42
Yulee	60

Okaloosa

Cinco Bayou	28
Crestview	30
Destin	55
Eglin AFB	34
Fort Walton Beach	32
Laurel Hill	44
Mary Ester	40
Niceville	42
Ocean City	36
Okalossa County Airport	33
Shalimar	46

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Valparaiso	60
Okeechobee	
Okeechobee	50
Orange	
Apopka	30
Azalea Park	44
Bay Lake	31
Conway	47
Eatonville	34
Edgewood	35
Fairview Shores	36
Holden Hills	49
Lake Buena Vista	53
Lockhart	51
Maitland	40
Mccoy AFB	56
Mount Dora	39
Oakland	41
Ocoee	42
Orange	56
Orange/Orl. Exp. Transit	33
Orlando AFB	58
Orlando	46
Orlando-Turnpike	47
Orlovista	43
Pine Hills	48
Sky Lake	45
Union Park	70
Univ. of Central Florida	55
Windermere	50
Winter Garden	52
Winter Park	54
Osceola	
Kissimmee	40
St. Cloud	50
Palm Beach	
Atlantis	28
Belle Glade	30
Belvedere Homes	31
Boca Raton	32
Boynton Beach	34
Briny Breezes	36
Cloud Lake	38
Delray Beach	40
Florida Atlantic University	95

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Glen Ridge	41
Golf View	26
Golf Village	24
Greenacres City	42
Gulf Stream	44
Haverhill	46
Highland Beach	48
Hypoluxo	50
Juno Beach	52
Jupiter Island Inlet	56
Jupiter	54
Lake Clarke Shores	58
Lake Park	60
Lake Worth	62
Lantana	64
Loxahatchee Groves	65
Manalapan	66
Mangonia Park	68
North Palm Beach	70
Ocean Ridge	72
Pahokee	74
Palm Beach AFB	75
Palm Beach Gardens	78
Palm Beach School Board	96
Palm Beach Shores	80
Palm Beach	76
Palm Springs	82
Riviera Beach	84
Royal Palm Beach	86
South Bay	88
South Palm Beach	90
Tequesta	92
Welington	89
West Gate	93
West Palm Beach	94

Pasco

Beacon Squier	26
Buena Vista	28
Dade City	30
East Richey Lakes	34
Jasmine Estates	32
Land O' Lakes	35
New Port Richey	40
Port Richey	50
San Antonio	60
St. Leo	62
Zephyrhills	70

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Pinellas

Belleair Beach	32
Belleair Bluffs	34
Belleair Shore	35
Belleair	30
Clearwater	36
Dunedin	38
Eckerd College	72
Gulfport	40
Indian Rocks Beach	42
Indian Shores	74
Kenneth City	44
Largo	46
Lealman	47
Madeira Beach	48
North Redington Beach	50
Oldsmar	52
Pinellas County Campus	78
Pinellas Park	54
Redington Beach	56
Redington Shores	58
S Pasadena	62
Safety Harbor	60
Seminole Park	61
Seminole	76
St. Pete-Clearwater Airport	65
St. Petersburg Beach	66
St. Petersburg	64
Tarpon Springs	68
Treasure Island	70

Polk

Auburndale	30
Bartow	32
Combee Settlement	31
Davenport	34
Dundee	36
Eagle Lake	38
Eagle Peak	40
East Auburndale	33
FL Southern College	64
Fort Meade	44
Frostproof	42
Haines City	46
Highland Park Village	43
Hillcrest Heights	47
Lake Alfred	48
Lake Hamilton	50
Lake Holloway	53

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Lake Wales	54
Lakeland	52
Mulberry	56
Polk City	60
Wahneta	61
West Winter Haven	55
Winston	35
Winter Haven	62

Putnam

Crescent City	30
Interlachen	35
Palatka	40
Pomona Park	42
Welaka	60
School Police Department	45

St. Johns

FL Memorial CLG	30
Fla. Sch. For Deaf & Blind	51
Hastings	40
Marineland	42
Ponte Vedra	46
St. Augustine Beach	52
St. Augustine	50

St. Lucie

Fort Pierce NW	30
Fort Pierce	40
Port St. Lucie	50
St. Lucie Village	52

Santa Rosa

Eglin AFB	54
Gulf Breeze	40
Jay	42
Milton	50
Whiting Field	52

Sarasota

Englewood	47
Gulf Gate East	38
Kensington Park	39
Long Boat Key	40
Nokomis/Laurel	41
North Port	48
Ridgewood Heights	52
Sarasota- Manatee Airport	51
Sarasota S	43

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Sarasota SE	49
Sarasota Springs	44
Sarasota	50
Siesta Key	45
Univ. of South Florida	50
Venice South	46
Venice	60

Seminole

Altamonte Springs	30
Casselberry	32
Lake Mary	38
Longwood	40
Oviedo	44
Sanford	60
Winter Springs	70

Sumter

Bushnell	30
Center Hill	32
Coleman	34
Webster	60
Wildwood	62

Suwannee

Branford	30
Live Oak	41

Taylor

Perry	50
Steinhatchee	40

Union

Lake Butler	40
Raiford	41
Worthington Spring	50

Volusia

Bethune Cookman CL	62
Daytona Beach Regional Airport	33
Daytona Beach Shores	32
Daytona Beach	30
De Bary	34
De Leon Springs	39
Deland	36
Deltona	37
Edgewater	38
Holly Hill	40
Lake Helen	42
New Smyrna Beach	44

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Oak Hill	46
Orange County	48
Ormond Beach	50
Ormond by the Sea	41
Pierson	52
Ponce Inlet	54
Port Orange	56
Seville	58
South Daytona	60
South Peninsula	61
Stetson University	64

Wakulla

Crawfordville	30
Sopchoppy	60
St. Marks	62
Wakulla	64

Walton

Defuniak Springs	40
Eglin AFB	50
Florala	54
Freeport	52
Paxton	60
Port Washington	62
Santa Rosa Beach	42

Washington

Caryville	20
Chipley	30
Vernon	50
Wausau	60

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Appendix B – DHSMV County Codes

Code	County
11	ALACHUA
52	BAKER
23	BAY
45	BRADFORD
19	BREVARD
10	BROWARD
58	CALHOUN
53	CHARLOTTE
47	CITRUS
48	CLAY
64	COLLIER
29	COLUMBIA
01	DADE
34	DESOTO
54	DIXIE
02	DUVAL
09	ESCAMBIA
61	FLAGLER
59	FRANKLIN
21	GADSDEN
55	GILCHRIST
60	GLADES
66	GULF
56	HAMILTON
30	HARDEE
49	HENDRY
40	HERNANDO
27	HIGHLANDS
03	HILLSBOROUGH
51	HOLMES
32	INDIAN RIVER
25	JACKSON
46	JEFFERSON
62	LAFAYETTE
12	LAKE
18	LEE
13	LEON
39	LEVY
67	LIBERTY
35	MADISON
15	MANATEE
14	MARION

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Code	County
42	MARTIN
38	MONROE
41	NASSAU
43	OKALOOSA
57	OKEECHOBEE
07	ORANGE
26	OSCEOLA
06	PALM BEACH
28	PASCO
04	PINELLAS
05	POLK
22	PUTNAM
20	ST. JOHNS
24	ST. LUCIE
33	SANTA ROSA
16	SARASOTA
17	SEMINOLE
44	SUMTER
31	SUWANNEE
37	TAYLOR
63	UNION
08	VOLUSIA
65	WAKULLA
36	WALTON
50	WASHINGTON

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Appendix C – TCATS Central Site Validation Errors

The following is a list of possible errors that can occur when TCATS central site validates county data for loading into the TCATS database. These errors will be listed in the error report files (file extension .rpt) sent to the county; the records will not be loaded into the central site database, nor sent to DHSMV. When the error is corrected, a new input record should be provided to TCATS central site.

CITATION ERRORS	
Error Message	**Solution**
COULD NOT ADD RECORD X CITATION # EXISTS AT CENTRAL SITE.	First time citation record already exists at central site. This typically happens when a citation has been transferred from one court to another and TCATS has received a first time record from both cases. No correction is needed. Just resend an updated citation and a supplemental disposition, if one exists, to TCATS. For non-CCM counties resend from the case where the disposition is or will be.
INVALID BIRTH DATE: MM/DD/YYYY	Birth date (ICD Field 24) must be a valid Month, Day, and Year and must be in MM/DD/YYYY format. Correct and resend an updated citation and a supplemental disposition, if one exists, to TCATS.
INVALID CHARACTER IN STATUTE SECTION:	Statute Section (ICD Field 78) must be numeric only. The first 3 positions should be the chapter; the next 3 positions should be the section. i.e. 316193. Correct and resend an updated citation and a supplemental disposition, if one exists, to TCATS.
INVALID CHARACTER IN STATUTE SUB-SECTION:	Statute Sub Section (ICD Field 79) must be alpha-numeric only. No periods, dashes or parentheses are allowed. Letters must be in lowercase. i.e. 3c1. Correct and resend an updated citation and a supplemental disposition, if one exists, to TCATS.
INVALID CHECK DIGIT	Check digit (ICD Field 3) must be a value of **0 - 9**, **'X'**. Once you correct your local case with the new check digit resend an updated citation and a supplemental disposition, if one exists, to TCATS. You will need to put this INVALID CHECK DIGIT record on an error removal list for FACC to remove manually.
INVALID CHECK DIGIT FOR CITATION	Check digit (ICD Field 3) must be a value of **0 - 9**, **'X'**. Once you correct your local case with the new check digit resend an updated citation and a supplemental disposition, if one exists, to TCATS. You will need to put this INVALID CHECK DIGIT record on an error removal list for FACC to remove manually.
INVALID CITATION NUMBER	Correct local case citation number (ICD Field 2) Resend an updated citation and a supplemental disposition, if one exists, to TCATS. You will need to put this INVALID CITATION NUMBER record on an error removal list for FACC to

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	remove manually.
INVALID COMMERCIAL DRIVER LICENSE CLASS:	Driver License Class (ICD Field 30) Only values allowed for TCATS 5.6 are **'A','B','C'or 'N' for not commercial** and for TCATS 5.7 **'A','B','C', 'D','E','O' or 'U' for unknown.** Correct and resend an updated citation and a supplemental disposition, if one exists, to TCATS.
INVALID COUNTY NUMBER	County number (ICD Field 4) is null, not numeric or does not match county number in filename. Correct and resend an updated citation and a supplemental disposition, if one exists, to TCATS.
INVALID DRIVER LICENSE CLASS:	Driver License Class (ICD Field 30) Only allowed values are **'A','B','C','D','E','O'** or **'U'**. Correct and resend an updated citation and a supplemental disposition, if one exists, to TCATS.
INVALID DRIVER SUFFIX	Driver Suffix (ICD Field 17) Only allowed values are **'2','3','4','5','6','7','8','9','J'** or **'S'**. Correct and resend an updated citation and a supplemental disposition, if one exists, to TCATS.
INVALID FINE AMOUNT	Fine Amount (ICD Field 123) Must be numeric and in dollar amount format or zero. MMMMM.MM. May not contain blanks, Alpha characters. Correct and resend an updated citation and a supplemental disposition, if one exists, to TCATS.
INVALID FL LICENSE #	Drivers License Number (ICD Field 28) may not contain embedded spaces; must be 12 or 13 characters long; first character must be upper-case alpha character 2-4 position must be numeric and no higher than 6; a zero in character 2 or 3 must be followed by another zero; characters 5-13 must be numeric. Correct and resend an updated citation and a supplemental disposition, if one exists, to TCATS.
INVALID FL LICENSE # FOR NAME/SEX/BIRTHDATE	Drivers License Number (ICD Field 28) does not match DHSMV Soundex criteria for Name/ Sex/Date of Birth. Recheck all three of these values. Correct and resend an updated citation and a supplemental disposition, if one exists, to TCATS. If all county information matches what DHSMV has then set the FL DL Edit Override flag to 'Y' to bypass Central Site edits and pass the record on to DHSMV.
INVALID FLAG(S):	Valid Flags are 'Y', 'N' or blank and used in various fields: Aggressive Driving (ICD Field 121) , Hazardous Materials (ICD Field 37) , Commercial Vehicle (ICD Field 32) , Crash (ICD Field 80 and 81) , Injury (ICD Field 85 & 86), Property Damage (ICD Field 82 and 83), Serious Injury (ICD Field 87 and 88), Fatality (ICD Field 89 and 90). Correct the appropriate flag and resend an updated citation and a supplemental disposition, if one exists, to TCATS.

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INVALID JURISDICTION NUMBER	Jurisdiction Number (ICD Field 5) Non-numeric or invalid number entered. See TCATS Appendix 'A' for valid city/county jurisdiction and count seat numbers. Correct and resend an updated citation and a supplemental disposition, if one exists, to TCATS.
INVALID OFFENSE DATE: MM/DD/YYYY	Offense Date (ICD Field 11) must be a valid month, day and year. May not be null or a future date. Correct and resend an updated citation and a supplemental disposition, if one exists, to TCATS.
INVALID OOS LICENSE #	Drivers License Number (ICD Field 28) May not send "**OOS**", "**None**", "**N/A**", "**NOT CARRIED**" in the DL Number when DL state code (ICD Field 29) is "**FL**", blank or null. Leave this field blank when DL number is not known. For OOS addresses match DL state code to address state code. This is also required to process an OOS D6. Correct and resend an updated citation and a supplemental disposition, if one exists, to TCATS.
INVALID SEX:	Sex (ICD Field 26) Allowed values are '**M**', '**F**' or blank if not known. '**M**' or '**F**' is required when the DL number is null or if the DL number is from out of state. Correct and resend an updated citation and a supplemental disposition, if one exists, to TCATS.
INVALID STATE OR DL STATE:	Driver License State (ICD Field 29) or State of Drivers Address (ICD Field 21) must be one of the valid 50 US states (per USPS codes) "**CD**" (Canada), "**FF**" (other foreign country). Must be provided when DL number is entered. Correct and resend an updated citation and a supplemental disposition, if one exists, to TCATS.
INVALID VIOLATION CODE	Violation Code (ICD Field 75) must be numeric and match violation code in DHSMV Appendix C. Correct and resend an updated citation and a supplemental disposition, if one exists, to TCATS
MAY NOT DELETE: ARREST & UTC DISP. SENT TO DHSMV & NO ERROR HAS BEEN RECEIVED	May not delete (ICD Field 1 Type = 'D') citation if no ARR error has been received by DHSMV for that citation. To correct, resend an 'U' updated citation and a supplemental disposition to TCATS.
MISSING ACTUAL OR POSTED SPEED FOR SPEEDING VIOLATION	Actual or Posted Speeds (ICD Fields 51 and 52) may not be null for speeding violations. Speeds must be provided for violation codes 574, 575, 586 and 589 only. Enter speeds and resend an updated citation and a supplemental disposition, if one exists, to TCATS.
MISSING AGENCY NAME FOR AGENCY TYPE	Agency Name (ICD Field 9) is required for Agency Type "**2**" (Police) or Agency Type "**4**" (Other) i.e. DOT, FWC etc. Correct agency type or agency name and resend an updated citation and a supplemental disposition, if one exists, to TCATS.
MISSING AGENCY TYPE	Agency Type (ICD Field 7) may not be null or

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	blank and must have value between 1 and 4. 1 = FHP 2 = Police Department 3 = Sheriff and 4 = All 'Other' agencies.
MISSING COMMERCIAL DRIVER LICENSE CLASS	Driver's License Class (ICD Field 30) may not be null or blank. Values to use for TCATS 5.6 are **'A','B','C'or 'N' for not commercial** and for TCATS 5.7 **'A','B','C', 'D','E','O' or 'U' for unknown.** Correct and resend an updated citation and a supplemental disposition, if one exists, to TCATS.
MISSING DRIVER FIRST NAME	Driver's first name (ICD Field 14) may not be blank or null. Add first name and resend an updated citation and a supplemental disposition, if one exists, to TCATS.
MISSING DRIVER LAST NAME	Driver's last name (ICD Field 16) may not be blank or null. Add last name and resend an updated citation and a supplemental disposition, if one exists, to TCATS.
MISSING DRIVER LICENSE CLASS	Driver's License Class (ICD Field 30) may not be null or blank. Values to use for TCATS 5.6 are **'A','B','C'or 'N' for not commercial** and for TCATS 5.7 **'A','B','C', 'D','E','O' or 'U' for unknown.** Correct and resend an updated citation and a supplemental disposition, if one exists, to TCATS.
MISSING DRIVER LICENSE STATE FOR NON-FL RESIDENT	Driver's License State (ICD Field 29) must be provided when driver's address state is not "**FL**". Set DL State to Address State. Correct and resend an updated citation and a supplemental disposition, if one exists, to TCATS.
MISSING FL LICENSE # FOR NON-FL RESIDENT	Driver's License number (ICD Field 28) must be provided when driver's address state is not "**FL**" and driver's DL state is **'FL'.** Correct and resend an updated citation and a supplemental disposition, if one exists, to TCATS.
MISSING JURISDICTION NUMBER	Jurisdiction number (ICD Field 5) may not be blank or null. Enter Jurisdiction number and resend an updated citation and a supplemental disposition, if one exists, to TCATS.
MISSING SEX OR DATE OF BIRTH FOR BLANK LICENSE	Sex (ICD Field 26) or Date of Birth (ICD Field 24) may not be null when the Florida DL number is blank or null. Add Sex and Birth date. If DOB is not known, the default of 01/01/1900 may be used. Correct and resend an updated citation and a supplemental disposition, if one exists, to TCATS.
MISSING SEX OR DATE OF BIRTH FOR OOS LICENSE	Sex (ICD Field 26) or Date of Birth (ICD Field 24) may not be null when the Out of State DL number is blank or null. Add Sex and Birth date. If DOB is not known, the default of 01/01/1900 may be used. Correct and resend an updated citation and a supplemental disposition, if one exists, to TCATS.
MISSING STATUTE SECTION	Statute Section (ICD Field 78) not be blank or null. The first 3 positions should be the chapter; the next 3 positions should be the section. i.e. 316193. Correct and resend an updated citation

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	and a supplemental disposition, if one exists, to TCATS.
MISSING VIOLATION CODE	Violation Code (ICD Field 75) may not be blank or null. Add violation code and resend an updated citation and a supplemental disposition, if one exists, to TCATS. For statute number and violation code combination see DHSMV's Appendix C located at http://www.flhsmv.gov/ddl/utc/APPENDIX_C.pdf
NON-ALPHABETIC CHARACTER IN [CITY,STATE]	City & State (ICD Field 20 and ICD Field 21) must be upper-case alphabetic. Remove invalid character and resend an updated citation and a supplemental disposition, if one exists, to TCATS.
NON-ALPHABETIC CHARACTER IN [FIRST NAME, MIDDLE NAME, LAST NAME]	Names (ICD Fields 14, 15, 16) must be alphabetic, upper-case (hyphen, apostrophe, blank allowed). Remove invalid character and resend an updated citation and a supplemental disposition, if one exists, to TCATS.
NON-ALPHANUMERIC CHARACTER IN STREET ADDRESS	Street Address (ICD Field 18) must be UPPER-CASE alpha-numeric; hyphen, '#', '&', **blank**, and '/' (as in '906 1/2 CANAL ST') are allowed. Remove invalid character and resend an updated citation and a supplemental disposition, if one exists, to TCATS.
NON-ALPHANUMERIC CHARACTER IN [TRAILER TAG, VEHICLE TAG]	Tag Numbers (ICD Field 39 & 38) must be upper-case alpha-numeric. Remove invalid character and resend an updated citation and a supplemental disposition, if one exists, to TCATS.
OFFENSE DATE PRIOR TO BIRTH DATE: MM/DD/YYYY	Offense Date (ICD Field 11) must be after the Date of Birth. Correct and resend an updated citation and supplemental disposition, if one exists, to TCATS.
VIOLATION XXX SHOULD NOT HAVE ACTUAL OR POSTED SPEED	Actual and Posted speeds (ICD Fields 51 & 52) are only allowed for violation codes 574,575,586 and 589. Remove speeds if violation code is not one of these 4 codes and resend an updated citation and a supplemental disposition, if one exists, to TCATS.
VIOLATION 574 REQUIRES ACTUAL SPEED LESS THAN POSTED SPEED	Actual Speed (ICD Field 51) must be LESS than posted speed for violation code 574. Check your actual speed or that the violation code is supposed to be 574. Correct and resend an updated citation and a supplemental disposition, if one exists, to TCATS.
VIOLATION CODE XXX ONLY APPLIES TO COMMERCIAL VEHICLES	Violation Codes (ICD Field 75) between 800 and 850 can only be used when the Commercial Vehicle flag (ICD Field 32) is set to 'Y', which means the defendant was in a CMV. If they were not in a CMV then another violation would need to be sent to TCATS. Correct and resend an updated citation and a supplemental disposition, if one exists, to TCATS.

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DISPOSITION ERRORS	
Error Message	**Solution**
CITATION # XXXXXXX STILL SHOWING AS ACTIVE	This disposition error happens when the citation part of the record came up with a 'Status' (Citation ICD field 120) field of an 'A' Active. This value is only sent with a first time citation record. When the disposition is sent then the corresponding citation record should have this 'Status' field sent with an 'I' Inactive value. This status field is typically set in your program logic. Resend an updated citation and a supplemental disposition to TCATS.
CITATION # XXXX FOR RECORD # XX HAS PREVIOUSLY BEEN DELETED	TCATS central site cannot process a disposition for a deleted citation. Check that the citation number is correct and that there are no other errors. Resend an updated citation and a supplemental disposition to TCATS.
COULD NOT ADD FIRST-TIME DISPOSITION, SUPPLEMENTAL EXISTS FOR CITATION XXXXXXX	TCATS central site cannot process a 0001 disposition type record if a 0002 supplemental disposition already exists. This Disposition Type (ICD Field 5) is usually set in your program logic. Resend an updated citation and a supplemental disposition to TCATS.
COULD NOT ADD, DISPOSITION 0001 EXISTS FOR CITATION XXXXXXX	TCATS central site cannot process a 0001 disposition type record if a 0002 supplemental disposition already exists. This 'Disposition Type' (ICD Field 5) is usually set in your program logic. Resend an updated citation and a supplemental disposition to TCATS.
COULD NOT DELETE, NO DISPOSITION XXXX FOR CITATION XXXXXXX	No disposition exits at TCATS central site. Verify the citation number is correct and resend an updated citation and a supplemental disposition to TCATS.
COULD NOT FIND CITATION # XXXXXXX FOR RECORD # XXX	This error will happen when a first time citation record comes up with a first time disposition and the citation record errors for some reason. The disposition can't be applied unless the citation passes Central Site edits. Correct and resend an updated citation and a supplemental disposition to TCATS.
COULD NOT UPDATE, NO DISPOSITION # XXXX FOUND FOR CITATION XXXXXXX	Disposition Update Type (ICD Field 1) of a 'U' was sent and this filed should always be an 'A' Add record for both a first time disposition and a supplemental. Resend an updated citation and a supplemental disposition to TCATS.
COURT REVOCATION/SUSP '4' MAY ONLY BE USED WHEN CITATION INDICATES A CRASH	Court Revocation/Suspension (ICD field 34) of a 4 (Fatality) must also have the citation 'Crash' (Citation ICD Field 80) flag set to "Y". Update crash flag and resend an updated citation and a supplemental disposition to TCATS.
DISPOSITION DATE IS PRIOR TO OFFENSE DATE MM/DD/YYYY	Check both Disposition Date (ICD Field 6) and Offense Date (Citation ICD Field = 11) for accuracy. Correct and resend an updated citation and a supplemental disposition to TCATS.

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DUI VIOLATION SHOULD NOT HAVE COURT REVOCATION/SUSPENSION (1, 2 or NULL)	This error is usually accompanied by another disposition error for MISSING DEPARTMENT/COURT CODE FOR DUI VIOLATION. The court revocation/suspension code (ICD field 34) 3 should be used for DUI convictions and Department Court Code (ICD field 26) 'C' or 'D' are required for DUI convictions. Correct and resend an updated citation and a supplemental disposition to TCATS.
INVALID ACTUAL FINE	Actual Fine (ICD Field 19) amount must be numeric only and in dollar format (9999.99). Special characters such as '*', '()' Parenthesis or '-'negative values are not allowed in the dollar amount fields. Correct and resend an updated citation and a supplemental disposition to TCATS.
INVALID CITATION NUMBER XXXX	The citation number (ICD Field 2) is incorrect. Once the local system case is corrected with the new citation number then the INVALID CITATION NUMBER record will need to go on an error removal list and sent to FACC to be removed manually. Resend the new citation as an updated citation and supplemental disposition to TCATS.
INVALID COUNTY NUMBER	County number (ICD Field 15) is blank, null, non-numeric or is not between 1 and 67. Correct county number and resend an updated citation and a supplemental disposition to TCATS.
INVALID COURT REVOCATION/SUSPENSION:	Court Revocation/ Suspension (ICD Field 34) must be numeric and a value between 1 and 4. 1=Court Ordered Suspension 2=Court Ordered Revocation 3=Criminal Mandatory Revocation (i.e. DUI's Fleeing & Eluding) 4-Fatality. Correct Revocation/Suspension field and resend an updated citation and a supplemental disposition to TCATS.
INVALID COURT TIME WHEN NO COURT REVOCATION FOR DUI VIOLATION	Court Time (ICD Field 27) is required for a DUI conviction. The length of suspension/revocation values (Court Time) are "**M**"(Maximum) **"N"** (Minimum), **1** (1 year), **6** (6 months) or**"X" for** any other length of time the court has ordered. Verify the Court Time and Department Court Code (ICD field 26) are correct and resend an updated citation and a supplemental disposition to TCATS. On some systems this value is done in programming based on other values entered in the case. See Appendix D for full details on Criminal Mandatory and Discretionary Suspension/Revocations.
INVALID COURT TIME:	Court Time (ICD Field 27) For non-DUI criminal mandatory offenses or other offenses this field should be Blank. This value may be done in programming based on other values entered in the case. Correct and resend an updated citation and a supplemental disposition to TCATS. See Appendix D for full details on

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	Criminal Mandatory and Discretionary Suspension/Revocations.
INVALID DEPARTMENT/COURT CODE:	Department/Court Code(ICD Field 26) must be non blank for DUI offenses, otherwise leave this field blank. Correct and resend an updated citation and a supplemental disposition to TCATS.
INVALID DISPOSITION CITY:	Disposition City (ICD field 24) must be numeric. See Appendix 'A' for correct value to send for your city codes. Correct and resend an updated citation and a supplemental disposition to TCATS.
INVALID DISPOSITION DATE: MM/DD/YYYY	Disposition date (ICD Field 6) cannot be null and must be a valid date. Correct and resend an updated citation and a supplemental disposition to TCATS.
INVALID DISPOSITION TYPE XXXX FOR FIRST-TIME DISPOSITION (MUST BE 0001)	If sending a first-time disposition and the disposition type (ICD Field 5) is "**0001**" then the Supplemental Code (ICD Field 31) should be blank. If sending up a supplemental disposition then the disposition type must be "**0002**" and the supplemental code must be "**S**". This value is usually done in programming. Correct and resend an updated citation and a supplemental disposition to TCATS.
INVALID FORMAT FOR LENGTH OF INTERLOCK RESTRICTION:	Interlock length (ICD field 159) must have 7 numeric digits, in format YYMMDDD; DDD cannot be greater than 365; MM cannot be greater than 12. Values cannot be 0000997. 0000998, 0000999. The IID (Ignition Interlock Device) information is only accepted electronically for DUI violations. Correct and resend an updated citation and a supplemental disposition to TCATS.
INVALID LENGTH OF REVOCATION:	Revocation length (ICD field 35) must have 7 numeric digits, in format YYMMDDD; DDD cannot be greater than 365; MM cannot be greater than 12 (except for special values 0000997-Sent when there is incarceration ordered at disposition and defaults to indefinite at DHSMV , 0000998 Sent when court ordered lifetime/permanent suspension/revocation , and 0000999-Sent when court ordered an indefinite suspension/revocation); Correct and resend an updated citation and a supplemental disposition to TCATS.
INVALID PAYMENT AMOUNT:	Payment Amount (ICD Field 10) must be numeric only and in dollar format (9999.99). Special characters such as '*', '()' Parenthesis or '-'negative values are not allowed in the dollar amount fields. Correct and resend an updated citation and a supplemental disposition to TCATS.
INVALID SENTENCE:	Court Sentence (ICD field 30) must be numeric only and is required for a Guilty disposition/verdict. The sentence field can contain a value of **0=no-sentence, 1=served time, 2=sentence withheld or suspended,**

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	3=probation, 4=traffic school, 5=Fine and/or Court Costs, 6=license action only, 7=other, 9=incarceration. This value is sometimes set in programming and based on case information. Correct and resend an updated citation and a supplemental disposition to TCATS.
INVALID SSN:	SSN (ICD Field 21) must be numeric and hyphens or special characters should not be used. Correct and resend an updated citation and a supplemental disposition to TCATS.
INVALID SUPPLEMENTAL CODE	Supplemental code (ICD field 31) must be either "**S**" blank or null. This value is usually set in programming. Correct and resend an updated citation and a supplemental disposition to TCATS.
INVALID TRIAL TYPE:	Trial Type (ICD field 32) must be either **0 = No Trial, 1=Jury or 2=No-Jury**. Correct and resend an updated citation and a supplemental disposition to TCATS.
INVALID UPDATE TYPE	Update Type (ICD field 1) must be sent with a value of "**A**". This value is usually set in programming. Correct and resend an updated citation and a supplemental disposition to TCATS.
INVALID VALUE FOR REPRESENTED BY COUNSEL:	Represented by Counsel (ICD Field 28) must be either **1= Represented, 2=Counsel Waived** blank or null. Correct and resend an updated citation and a supplemental disposition to TCATS.
INVALID VIOLATION CODE XXX	Violation Code (ICD Field 22) must be numeric and a valid value found in DHSMV Appendix 'C' located on the web at http://www.flhsmv.gov/ddl/utc/APPENDIX_C.pdf . Correct and resend an updated citation and a supplemental disposition to TCATS.
LENGTH OF REVOCATION MUST BE AT LEAST 180 DAYS FOR DUI:	Revocation Length (ICD Field 35) must be 7 numeric digits, in format YYMMDDD; and be at least 180 days (6 months) for a DUI conviction or some other value. I.e. 1000000=10 years or 0006000 =6 months. This field cannot be null for a DUI conviction. Correct revocation length and resend an updated citation and a supplemental disposition to TCATS. See Appendix 'D' for full details
LENGTH OF REVOCATION SHOULD BE ZERO WHEN COURT TIME IS NOT 'X'	Revocation Length (ICD Field 35) should be 0 when Court Time (ICD Field 27) is 'X' This value is usually set in programming and is based on case information. Correct revocation length and resend an updated citation and a supplemental disposition to TCATS. See Appendix 'D' for full details
MISSING COURT TIME WHEN COURT REVOCATION FOR DUI VIOLATION	Court Time (ICD Field 27) This field is required for a DUI conviction; otherwise this field should be blank. The valid Court Time values for DUI's are "**M**"(Maximum) "**N**" (Minimum), 1 (1 year), **6** (6 months) or "**X**" **for** any other length of time the court has ordered. Verify the court time and Department Court Code (ICD field 26) are

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	correct and resend an updated citation and a supplemental disposition to TCATS. See TCATS Appendix 'D' for full details. On some systems this value is done in programming based on other values entered in the case.
MISSING DEPARTMENT/COURT CODE FOR DUI VIOLATION	Department Court Code (ICD field 26) must be provided for DUI convictions and be either 'C'=Court or 'D' = Department. This indicates who is taking action on the DUI conviction suspension/revocation. If the court does not impose the revocation then DHSMV will take action. For any other violations leave this field blank. Correct and resend an updated citation and a supplemental disposition to TCATS. See Appendix 'D' for full details
MISSING DISPOSITION COUNTY OR CITY	Disposition County (ICD field 23) or Disposition City (ICD field 24) must be provided. See Appendix 'B' for valid County numbers and Appendix 'A' for valid City numbers. Correct and resend an updated citation and a supplemental disposition to TCATS.
MISSING LENGTH OF INTERLOCK RESTRICTION	Length of Interlock Restriction (ICD field 159) cannot be null or blank, is only for DUI violations. For non-DUI offenses this field should be populated with 0000000. This value is usually set in programming and is based on case information. Correct and resend an updated citation and a supplemental disposition to TCATS.
MISSING LENGTH OF REVOCATION FOR COURT REV/SUSP ACTION	Revocation Length (ICD field 35) cannot be blank, null or 0000000 when Court Revocation/Suspension (ICD field 34) has a value of 1, 2 or 3. Correct length and resend an updated citation and a supplemental disposition to TCATS.
MISSING OR INVALID COURT TYPE:	Court Type (ICD Field 25) must be provided and either be 1 = County, 2 = Circuit, 3 = Federal or 4 = Magistrate. This value is usually set in programming and based on case type information. Correct and resend an updated citation and a supplemental disposition to TCATS.
MISSING OR INVALID VERDICT:	Disposition Verdict (ICD field 29) must be provided. Valid values are 1 = Guilty,2 = Not Guilty ,3 = Dismissed ,4= Paid Fine,6=Estreated or forfeited bond ,7= Adjudication Withheld on all criminal 322.34,8 = Nolle Prosequi,9= Adjudication Delinquent (Juvenile) ,B=Other ,C= Adjudicated withheld by clerk or D = Adjudication withheld by clerk (plea Nolo Contendere and proof of compliance) Correct and resend an updated citation and a supplemental disposition to TCATS.
MISSING REPRESENTATION BY COUNSEL FOR DUI VIOLATION	Represented by Counsel (ICD Field 28) **This field is no longer required for DUI offenses**. This is an old error and no correction is needed. Resend an updated citation and a supplemental disposition to TCATS.

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MISSING SENTENCE FOR GUILTY VERDICT	Court Sentence (ICD field 30) May not be null, blank or 0 where Disposition Verdict = 1(Guilty). Verify verdict and sentence values, Correct and resend an updated citation and a supplemental disposition to TCATS.
MISSING TRIAL TYPE	Trial Type (ICD field 32) must be provided and is either 0 = No Trial, 1 = Jury or 2=Non-Jury. Correct and resend an updated citation and a supplemental disposition to TCATS.
MISSING VIOLATION CODE	Violation Code (ICD Field 22) must be provided and a valid value from DHSMV Appendix 'C' located on the web at http://www.flhsmv.gov/ddl/utc/APPENDIX_C.pdf . Add violation code and resend an updated citation and a supplemental disposition to TCATS.
NON-ALPHANUMERIC CHARACTER IN SUBSECTION:	Subsection (ICD Field 17) must be Alpha-numeric characters and cannot contain hyphens, periods or parentheses. Correct and resend an updated citation and a supplemental disposition to TCATS.
NON-ZERO SENTENCE FOR VERDICT OTHER THAN GUILTY	Court Sentence (ICD field 30) should not be entered where Disposition Verdict is not 1(Guilty). **This field is being re-addressed for other acceptable values.** Correct and resend an updated citation and a supplemental disposition to TCATS.
TCATS CAN ONLY ACCEPT 1 DISPOSITION PER CITATION PER DAY: CITATION	Cannot send multiple dispositions for a single citation record on the same day. Resend an updated citation and a supplemental disposition to TCATS.
VERDICT [2,3,8,B] ON DUI SHOULD NOT HAVE LENGTH OF REVOCATION	Disposition Verdict (ICD field 29) for DUI violations codes should not have a length of revocation entered when the verdict is **2=Not Guilty,3=Dismissed,8= Nolle Prosequi**, or **B=Other**. Verify Violation Code, Verdict and Length of Revocation. Correct and resend an updated citation and a supplemental disposition to TCATS.
VIOLATION XXX SHOULD NOT HAVE COURT TIME (NOT DUI)	Court Time (ICD Field 27) should be blank for non-DUI offenses. Correct and resend an updated citation and a supplemental disposition to TCATS.
VIOLATION XXX SHOULD NOT HAVE DEPARTMENT/COURT CODE (NOT DUI)	Court Code (ICD Field 26) should be blank for non-DUI offenses. Correct and resend an updated citation and a supplemental disposition to TCATS.
VIOLATION CODE XXX ONLY APPLIES TO COMMERCIAL VEHICLES	Violation Code (ICD Field 22) that between 800 and 850 only apply when the person is in a Commercial Vehicle. The Commercial Vehicle Flag (Citation ICD field 32) for the Citation should have a value of **"Y"**. Verify Violation Code and Commercial Vehicle Flag. Correct and resend an updated citation and a supplemental disposition to TCATS.

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Appendix D – DUI and Criminal Mandatory Convictions

http://www.flhsmv.gov/ddl/utc/APPENDIX_C.pdf

DUI Offenses – Mandatory Revocation:

DUI offenses include all convictions based on FS 316.193 and are defined by the Department of Highway Safety and Motor Vehicles (DHSMV) using violation codes **647, 648, 649, 657, 658** and **659**. Offenses reporting with these violation codes **must** provide DL action using a specific combination of ICD Disposition fields as follows (excluding verdicts of Dismissed – 3, Not Guilty – 2, Nolle Pros – 8, Other – B):

	ICD 26	ICD 27	ICD 34	ICD 35	Comments
1	C	1	0	0000000	Court directed 1 year revocation
2	C	6	0	0000000	Court directed 6 month revocation
3	C	M	0	0000000	Court directed maximum revocation
4	C	N	0	0000000	Court directed minimum revocation
5	C	X	0	YYMMDDD	Court directed specified Length revocation; must be greater than 179 days [1]
6	C	X	0	00000997	Court directed with incarceration after disposition; defaults to indefinite revocation at DHSMV [2]
7	C	X	0	0000998	Court directed lifetime (permanent) revocation
8	C	X	0	0000999	Court directed indefinite revocation
9	D	M	0	0000000	Departmental action for maximum revocation [3]

Criminal Mandatory Offenses – Mandatory Suspension/Revocation:

Convictions for which the Department of Highway Safety and Motor Vehicles (DHSMV) is mandated by law to take suspension or revocation action even when not directed to do so by the Court. These violations are defined by DHSMV using violation codes **171, 172, 248, 249, 250, 251, 252, 253, 254, 255, 257, 311, 314, 315** [6]**, 349, 374, 401, 445, 571 and 821** [4]. Offenses reporting with these violation codes **must** provide DL action using a specific combination of ICD Disposition fields as follows:

	ICD 26 and 27	ICD 34	ICD 35	Comments
1	Blank	0	0000000	Departmental action for suspension/revocation length [5]
2	Blank	3	YYMMDDD	Court directed specified Length [1]
3	Blank	3	0000998	Court directed lifetime (permanent) suspension/revocation
4	Blank	3	0000999	Court directed indefinite suspension/revocation

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FS 316.1935 – Fleeing and Attempting to Elude:

Effective July 1, 2004, pursuant to Florida statute 316.1935, all offenses committed on or after this date require a mandatory revocation of the offender's driving privilege. DHSMV is authorized by Florida Statutes 322.26(3) and 322.28(1) to take departmental action for these offenses even when not directed to do so by the Court. This includes any offenses reported using violation codes **314** and **315**. Offenses for violation codes **314** and **315** should be reported as follows:

Statute/Description	Viol	ICD 26 and 27	ICD 34	ICD 35	Comments
316.1935(1), (2), (3) or (4)	314	Blank	3	YYMMDDD	Court shall revoke for a period not less than 1 year nor exceeding 5 years
316.1935 (3b) or (4b); serious bodily injury or death	315	Blank	3	0000997	Court shall direct revoke for a period not less than 1 year nor exceeding 5 years; court shall impose 3 years minimum incarceration [6]
316.1935(1), (2), (3) or (4)	314/315	Blank	3	YYMMDDD	DHSMV will revoke according to the direction of the court when the Court directs susp/rev for a period less than 1 year or exceeding 5 years
316.1935(1), (2), (3) or (4)	314/315	Blank	0	0000000	Departmental action for revocation length [5]

<u>Other Offenses – Discretionary Court Directed Suspension/Revocation:</u>

Florida Statutes 316.655(2) and 322.26(8) allow the court to suspend/revoke an offender's driving privilege for any convictions of Florida Statute chapters **316**, **320** or **322** and/or other offenses as allowed by statute and specifically referenced in Appendix "C".

The following values must be supplied to report a court directed suspension/revocation:

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	ICD 26 and 27	ICD 34	ICD 35	Comments
1	Blank	1 or 2	YYMMDDD	Used to add the statement "Susp/Rev Directed By Court" to offender's driving record with length of suspension [1]
2	Blank	1 or 2	0000997	Court directed with incarceration after disposition for violations of Chapter 316 and 782; defaults to indefinite suspension/revocation at DHSMV [2]
3	Blank	1 or 2	0000998	Court directed lifetime (permanent) suspension/revocation
4	Blank	1 or 2	0000999	Court directed indefinite suspension/revocation

The court **must** suspend/revoke for any offense reporting with violation codes **147, 160, 161, 162, 247, 446, 447, 607, 608.** In the event that the court does not direct suspension/revocation for these offenses, courts must submit dispositions using violation code **383**. DHSMV is **not** authorized by Florida Statutes to take departmental action for these offenses; a suspension/revocation period will not be applied to the offender's driving privilege by the department. Entries will **not** appear on an offender's driver's record for offenses specified below without the imposition of a driver's license action.

Statute	Description	Class	Disp	Pts	Mand	Fine	Viol
893.13	Possession of Controlled Substance excluding offenses which are in violation of FS 893.13, Viol Code 257 (reference Appendix "C")	C	c	0	R		147
790.22(3)	Unlawful Possession Firearm by Minor U/18	C	c	0	R		160
790.22(9)	Committing Offense/Use/Possession Firearm by Minor U/18	C	c	0	R		161
806.13	Criminal Mischief U/18	C	c	0	R		162
812.014	Petit Theft (subsections including 2(e), 3(a) and 3(b)	C	c	0	R/S		247
569.11(1)	Possession of tobacco product by minor	N	C	0	S		607
569.11(2)	Misrepresentation of age to obtain tobacco	N	c	0	S		608
562.11(2)	Possession Alcoholic Beverage by Minor	C	c	0	R/S		447
562.111(1)	Misrepresentation of age to obtain alcohol	C	c	0	R/S		446

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Reporting Fatalities:

Any offense involving a fatality requires a suspension be applied to the offender's driving privilege. In the event that the court declines to impose the suspension OR imposes a suspension period less than six months, DHSMV will take departmental action and suspend the offender's driving privilege for six months. When reporting a disposition for an offense with fatality the following values must be provided [7]:

	CIT ICD 89	DIS ICD 34	DIS ICD 35	Comments
1	Y	4	000000	Any offense with fatality where the court has **not** directed a suspension/revocation period; DHSMV will take administrative action suspending the offender's driving privilege for 6 months
2	Y	4	YYMMDDD	Any offense with fatality where the court has directed a suspension period equal to or greater than 6 months

[1] **YYMMDDD** – Number of years (YY) 1 year = 01, etc; number of months (MM) 1 month = 01, 12 months = 12, cannot exceed 12 months; number of days 1 = 001, etc, cannot exceed 365

[2] Values **0000997** incarceration suspension/revocation will initially be set to indefinite suspensions on the offender's driver's license record; DHSMV will correct the time period for the DL action once the offender is released from incarceration; per Florida statutes the effective date of the DL action must coincide with the offender's date of release from incarceration. Any Offense submitting disposition values of "0000997" in DIS ICD FIELD 35 **must** also supply the value of **"9" incarceration** in DIS ICD **FIELD 30**.

[3] Values **D/M** representing Department Maximum **must** be supplied for all DUI offenses where the court has not directed a suspension/revocation period; these values allow DHSMV to take administrative action per Florida statutes

[4] Violation code **821** should be used only for citations issued to drivers of commercial motor vehicles in violation of Florida Statute 316.80(1) Unlawful Conveyance of Fuel (see also FS 322.26(3)).
These records **must** also provide the value of **"Y"** in CIT ICD **FIELD 32** whenever violation code 821 is used.

[5] Values for departmental actions **must** be supplied for all Criminal Mandatory offenses where the court has not directed a suspension/revocation period; this allows DHSMV to take administrative action per Florida Statutes

[6] Any offenses reporting with violation code **315 must** also supply the value **"9" incarceration** in DIS ICD **FIELD 30**

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[7] Offenses with violation codes listed above as Criminal Mandatory Offenses should **not** report values listed in this section; refer above referenced section for reporting requirements

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Appendix E – Supplemental Dispositions

1. Definition

A supplemental disposition will be defined as a record in the disposition file which is sent by a county to TCATS central site with the value "S" in the supplemental code (field 31). This supplemental code is then included in the UTC disposition file sent from TCATS central site to DHSMV.

Typically, this is used to correct the data after an original disposition for this citation has been sent by the county to TCATS central site, has successfully loaded at central site, has been forwarded to DHSMV in the UTC disposition file, and has been successfully loaded into DHSMV's database. If a disposition has not been successfully loaded at TCATS Central Site the disposition can be resent as an 'original' disposition (and any necessary data in the citation file should be resent at the same time). If the disposition has been loaded at TCATS Central Site and DHSMV then a 'supplemental' disposition must be sent. However, DHSMV will process a supplemental disposition even if no first-time disposition has been received. (Their processing will reject the 'original' disposition if it is received after the supplemental one, so care should be taken to send the most up-to-date information in the supplemental disposition.)

Several supplemental dispositions may be sent for the same citation, if it is required to correct the data several times; however, these should only be sent on separate dates (multiple supplementals in the same input file will lead to unpredictable results).

If an original disposition for a citation has been successfully loaded into DHSMV's database, then any further dispositions for this same citation must be sent as supplementals, with value "S" in the supplemental code field. A second "original" disposition will not be updated at DHSMV.

2. Data

(a) Disposition data in UTC file (sent to DHSMV)

A supplemental disposition will be identified by the value "S" in the supplemental code (field 31 in the ICD for the disposition file). Additionally, the disposition type (field 5) must have a value of 0002 or higher (value 0001 is reserved for the original disposition).

A supplemental disposition must be sent if any of the following data sent in the original disposition has been changed:

- Disposition date (field 6 in the ICD for the disposition file)
- Violation code (field 22)
- Disposition verdict (field 29)
- Court sentence (field 30)
- Disposition county (field 23)
- Court type (field 25)
- Department/Court code (field 26)

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- Court time (field 27)
- Court revocation/suspension (field 34)
- Length of license revocation (field 35)

The remaining disposition fields sent to DHSMV may be amended using a supplemental disposition if desired:

- Disposition amount (field 7)
- Actual fine (field 19)
- SSN (field 21)
- Disposition city (field 24)
- Represented by counsel (field 28)
- Type of trial (field 32)

If a disposition has been sent with an incorrect citation number, then this requires the sending of a disposition Add with the new citation number (and of course the new citation needs to be sent as an Add in the citation file). The supplemental process is not used to change the citation number. Moreover, DHSMV must be notified to remove the incorrect citation number from their records in this situation.

(b) Citation data in UTC file (sent to DHSMV)
Several fields in the UTC disposition file sent to DHSMV by TCATS are taken from the **citation** file sent by the county (not the disposition file). In order to trigger a new supplemental disposition for DHSMV for this situation, the county should send to TCATS central site an Update to the citation record, and a "dummy" supplemental disposition Add (all the information in the actual disposition record would be the same as in the original disposition, except for the value "S" in the supplemental flag and 0002 in the disposition type).

Changes to the following fields in the citation record require the sending of a supplemental disposition to DHSMV:

- Date of offense (field 11 in citation file) (field 6 in UTC file)
- Accident flag (fields 78) (field 9)
- Hazardous materials flag (field 37 in citation file) (field 26 in UTC file)
- Commercial vehicle flag (field 32) (field 27)
- Actual speed (field 51) (field 10)
- Posted speed (field 52) (field 11)
- Blood alcohol level (field 62) (field 35)
- DUI License surr. flag (field 107) (field 28)

The following field may be amended using a supplemental disposition if desired:

- License type (field 30) (field 48)

Changes to fields which would affect the identity of the violator cannot be sent using a supplemental disposition form if the violator has a FL driver's license; these changes need to be handled manually at DHSMV, and therefore need to be communicated by phone or paper. These fields are:

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- Driver license number	(field 28 in citation ICD)	(field 1 in UTC file)
- Violator name	(fields 14-17)	(fields 29-32)
- Date of birth	(field 24)	(field 34)
- Address of violator	(fields 18, 20-22)	(fields 37-38, 40-41)
- Sex of violator	(field 26)	(field 33)

The above fields can, however, be changed in a supplemental disposition for violators with out-of-state licenses, as well as:

- OOS license number	(field 28)	(field 42)
- Driver license state	(field 29)	(field 43)

An example of the need for a supplemental is: if the original UTC disposition sent to DHSMV had identified that an accident occurred (accident code = 1), then it is possible to correct this field using the supplemental process.

3. Load process

Supplemental dispositions will be in the input disposition file from the county. They do not need to be in a separate file. The data elements will be validated using the same logic as a first-time disposition (e.g. presence of mandatory fields). Supplemental dispositions should always be sent as "Add" type records, since only new records will be sent to DHSMV.

4. Extract process for DHSMV

The extract process that creates the UTC disposition file for DHSMV will pick up any new supplemental dispositions. Fields utc_disp_hist. dh_dhsmv_sent and dh_dhsmv_utc_file will be used to detect this (they will be NULL if the disposition has never been sent). When a supplemental disposition is extracted to the UTC file, these fields in the database record will be populated with the date and the file name.

5. DHSMV errors on supplemental dispositions

If a supplemental disposition sent to DHSMV in the UTC disposition file gives an error and cannot be loaded, it will be possible for the county to correct the data and cause a new supplemental disposition to be sent to DHSMV. This will simply be done by sending a new supplemental disposition (Add type), which will then be extracted and sent to DHSMV.

The process described above allows TCATS central site to load and process supplemental dispositions from the counties, and to pass them on to DHSMV in the UTC disposition file.

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Appendix F - NCIC Codes

SECTION 5--VEHICLE COLOR (VCO) FIELD CODES

Color	Code
Aluminum	SIL
Amethyst (purple)	AME
Beige	BGE
Black	BLK
Blue	BLU
Blue, Dark	DBL
Blue, Light	LBL
Bronze	BRZ
Brown	BRO
Burgundy (purple)	MAR
Camouflage	CAM
Chrome	COM
Copper	CPR
Cream	CRM
Gold	GLD
Gray	GRY
Green	GRN
Green, Dark	DGR
Green, Light	LGR
Ivory	CRM
Lavender (purple)	LAV
Maroon	MAR
Mauve (purple)	MVE
Multicolored	MUL/COL
Orange	ONG
Pink	PNK
Purple	PLE
Red	RED
Silver	SIL
Stainless Steel	COM
Tan	TAN
Taupe (brown)	TPE
Teal (green)	TEA
Turquoise (blue)	TRQ
White	WHI
Yellow	YEL

When the vehicle is one color, the appropriate three-character code describing that color should be entered, for example,
VCO/RED.
When describing a vehicle of two colors, colors should be listed from top to bottom or front to rear, for example,
VCO/WHI/BLU.

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When describing a vehicle of more than two colors, the multicolored code should be entered and the actual colors should be
listed in the MIS Field, for example, VCO/MUL/COL and MIS/VCO/RED/WHI/BLU, MIS/VCO/RAINBOW COLORS, or
MIS/VCO/SEASHORE SCENE.

4.1 VST FIELD CODES FOR AIRCRAFT

SECTION 4--VEHICLE STYLE (VST) FIELD CODES

Airplane Engine	Description	Jet Propeller
Single-Engine Jet	1J	1P
Twin-Engine Jet	2J	2P
Tri-Engine Jet	3J	3P
Multi-Engine Jet (4 or more)	MJ	MP

Other Aircraft Jet	
Blimp	BP
Helicopter	HP
Hot Air Balloon	HA
Sailplane	SA
Ultralight (including hang gliders)	UL

4.2 VST FIELD CODES FOR ALL-TERRAIN VEHICLES, DUNE BUGGIES, GO-CARTS, GOLF CARTS, MOTORIZED RIDE-ON TOYS, AND MOTORIZED WHEELCHAIRS

Style	Code	Comments
Enclosed Body, Removable Enclosure	EB	
Enclosed Body, Nonremovable Enclosure	EN	
Multi-wheeled vehicle	MV	**Man. for on or off-road use.**
Open Body	OP	

4.3 VST FIELD CODES FOR AUTOMOBILES

Style	Code	Comments
Ambulance	AM	
Biohazard	BZ	Decontamination, Haz-Mat (hazardous materials) bomb response & disposal vehicles
Coach	CH*	
Convertible	CV	
Coupe	CP*	Use this code when unable to determine if vehicle is a two-door sedan or a two-door hardtop.
Hardtop(1)	HT*	Replace with appropriate sedan code.
Hardtop, 2-door(1)	2T*	
Hardtop, 4-door(1)	4T*	
Hatchback, 2-door	2H*	
Hatchback, 4-door	4H*	
Hatchback/Fastback	HB*	Replace with appropriate sedan code.
Hearse	HR	
Law Enforcement	LV	Police, sheriff, and other vehicles known to the public as "Law Enforcement" vehicles
Limousine	LM	

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Style	Code	Comments
Retractable Hardtop	RH*	Replace with convertible code.
Roadster	RD*	
Search and Rescue	SQ	
Sedan(2)	SD	Use this code only if the number of doors is unknown or if no other code applies.
Sedan, 2-door, auto(2)	2D	
Sedan, 4-door, auto(2)	4D	
Station Wagon	SW	
Touring Car	TO*	

(1) A hardtop is a vehicle with a pillar separating the front and rear side windows and with no window
frames on the door.
(2) A sedan is a vehicle with a pillar separating the front and rear side windows and with door frames
that remain visible when the windows are rolled down. Also referred to as a pillared hardtop.
*Retired codes as of 2002 and are listed for reference only.

4.4 VST FIELD CODES FOR CONSTRUCTION EQUIPMENT

Style	Code	Comments
Aerial Platform	AE	
Air Compressor	AI	Enter as a part if not permanently mounted.
Asphalt Distributor	AD	
Backhoe	BH	
Backhoe/Loader	BK	
Brush Chipper	BC	
Buggy, Concrete	BG	Also known as a power cart.
Bulldozer	BD	
Construction Signal	CS	Directional signals (arrows), warning lights, and electronic message signs
Crane	CR	
Drill, Rock	DR	Also known as a drifter drill.
Excavator	EX	Also known as a digger.
Forklift	FL	Also known as a lift truck.
Generator	GE	Enter as a part if not permanently mounted.
Grader	GD	
Hammer	HM	Similar to a pile driver.
Hydraulic Dump	HD	
Lift Boom	LF	Also known as an orchard or cherry picker.
Light Tower	LT	Typically used around or near construction sites and powered by a generator.
Loader	LD	
Log Skidder	LK	Also known as a grappler skidder.
Paver	PV	Also known as a finisher or road surfacer.
Prime Mover	PR	Also known as a road packer.
Roller	RO	Also known as a compactor.
Saw	SZ	Used in cutting asphalt, concrete, or masonry.

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Style	Code	Comments
Scraper	SC	
Shovel	SH	Also known as a power or steam shovel.
Snowblower	SO	
Striper	SI	
Sweeper	SS	Also known as a power broom used to clean streets and parking lots.
Tractor, Track-type	TC	
Tractor, Wheel-type	TF	
Trencher	TH	Also known as a ditcher.
Unlisted Style of Construction Equipment	CE	Explain style in the MIS Field.
Vacuum Cleaner	VA	Heavy-duty ride-on type; enter as a part if not permanently mounted.
Welder	WE	
Wood Splitter	WS	

4.5 VST FIELD CODES FOR FARM AND GARDEN EQUIPMENT

Style	Code	Comments
Backhoe	BH	
Backhoe/Loader	BK	
Brush Chipper	BC	
Bulldozer	BD	
Combine	CO	Also known as a grain harvester
Corn Picker	CI	
Cotton Picker	CK	
Cotton Stripper	CZ	
Detasseling Equipment	DE	
Fertilizer Spreader	FS	Enter as a part if not permanently mounted.
Field Chopper	FD	Also known as a silage cutter.
Flotation Chassis	FC	Also known as implement carrier.
Fork Lift	FL	
Generator	GE	Enter as a part if not permanently mounted.
Grader	GD	
Harvester	HV	
Hay Bale Loader	HL	
Hay Baler	HY	
Hydraulic Dump	HD	Enter as a part if not permanently mounted.
Lift Boom	LF	Also known as orchard or cherry picker.
Loader	LD	
Log Skidder	LK	
Mower, Riding or Garden Tractor	MO	
Mower-Conditioner	MR	For grass or hay.
Potato Digger	DI	
Scraper	SC	
Self-propelled Combine	CO	Also known as a grain harvester.
Sprayer	SY	
Stump Grinder	SG	Primarily used to remove remainder of trees

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Style	Code	Comments
Tractor, Track-type	TC	
Tractor, Wheel-type	TF	
Tree Harvester	TA	Also known as a feller-buncher.
Trencher	TH	
Unlisted Style of Farm Equipment	MF	Explain style in the MIS Field.
Utility vehicle	UV	Used for farm, garden, & outdoor recreation. Flat, convertible, or dump bed. Commonly referred to as: GATOR, MULE, etc.
Welder	WE	Enter as a part if not permanently mounted.
Windrower	WN	

4.6 VST FIELD CODES FOR MOTORCYCLES

Style	Code	Comments
Minibike	MK	Any motor-powered cycle with one or more of the following characteristics: less than 10-inch nominal wheel rim size; less than 40-inch wheelbase; a seat height of 25 inches or less measured from the ground to the top of the seat cushion.
Minicycle	MY	A small motor-powered cycle with all capabilities, characteristics, and equipment of a motorcycle, with an engine size of less than 90 cubic centimeters (usually 70 or 75 cc).
Moped	MD	A motor-powered cycle with or without pedals, with a 50 cc piston displacement engine, capable of two brake horsepower, or a speed not exceeding 30 mph.
Motorbike	MB	A motor-powered cycle with or without pedals and a 50 cc cylinder engine capable of 1.5 brake horsepower, but not exceeding 5 brake horsepower.
Motorcycle	MC	A motor-powered cycle, generally powered by a 90 cc or larger engine, having one or two saddles or seats.
Motorscooter	MS	A low, two- or three-wheeled motor-powered cycle, having smaller wheels and less power than a motorcycle, characterized by floor boards and a seat placed so that the operator does not straddle the engine.
Multi-wheel	MV	A three-, four-, or more wheeled vehicle that was manufactured for on- or off-road use.

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4.7 VST FIELD CODES FOR SNOWMOBILES

Style	Code	Comments
Enclosed Body, Nonremovable Enclosure	EN	
Enclosed Body, Removable Enclosure	EB	
Open Body	OP	

4.8 VST FIELD CODES FOR TRAILERS

Style	Code	Comments
Auto Carrier	AC	
Auto Tow Dolly	TD	Two-wheeled towing equipment.
Auxiliary Dolly	DY	
Biohazard	BZ	Decontamination, Haz-Mat (hazardous materials), bomb response & disposal vehicles
Boat Trailer	BT	
Bulk Agriculture	BA	Bulk transport of raw vegetables; may have live floor, belt, or tip head.
Cable Reel	CL*	Enter as a part using a Category Field code.
Camping	CT	Also known as camper or travel trailer.
Converter Gear Trailer	CG	A single-axle unit that converts twinaxle tractor trucks into tri-axle.
Cooking Trailer	SB	Smoker, Bar-B-Que or Rotisserie. Primarily used outdoors.
Dump Trailer	DT	Trailer bed, tilts or raises to release contents
Flatbed or Platform	FB	
Grain Trailer	GN	
Hopper	HO	
Horse Trailer	HE	
House Trailer	HS	Mobile home.
Law Enforcement	LV	Police, sheriff, and other vehicles known to the public as "Law Enforcement" vehicles
Livestock Rack	LS	
Lowboy or Lowbed Trailer	LB	
Motorcycle Trailer	MT	One-Wheel Use the code most accurately describing the trailer.
Passenger Tram or Trailer	PT	Use to transport groups of people or patrons (i.e., amusement parks/large remote parking areas).
Pole Trailer	LP	Also known as logging trailer; used to transport logs and pipes.
Refrigerated Van	RF	Also known as reefer.
Search and Rescue	SQ	

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4.8 VST FIELD CODES FOR TRAILERS

Style	Code	Comments
Semi-trailer	SE	Use only when the specific body style of the semi-trailer is unknown.
Service Trailer	SR*	Use the code most accurately describing the trailer.
Shipping Container	SP*	Enter as a part using a Category Field Code.
Snowmobile Trailer	SM	
Stake or Rack	ST	
Tanker	TN	
Tent Trailer	TE	
Tow Dolly, Auto	TD	Two-wheeled towing equipment.
Travel Trailer	CT	
Travel Trailer	TV*	See camping trailer. Two-wheel Use the code most accurately describing the trailer.
Utility Trailer	UT	
Van, Van Trailer	VN	Includes open or closed top box trailers.
Wagon-type Trailer	GA	Also known as gondola, cart, container, or box trailer.

If code is blank, see comments field.
*Retired code -- for reference only

4.9 VST FIELD CODES FOR TRUCKS

Style	Code	Comments
3-Door Truck	3D	Some truck makes will have two doors on the driver's side and one on the passenger's side. Other makes will have one door on the driver's side and two doors on the passenger's side.
4-Door	4D	Some truck makes may contain two doors on the driver's side and two doors on the passenger's side of the vehicle, as in pickup trucks and or extended cab pickup trucks.
Ambulance	AM	
Armored Truck	AR	
Beverage Rack	BR	
Biohazard	BZ	Decontamination, Haz-Mat (hazardous materials), bomb response & disposal vehicles Bulk Agriculture BA Bulk transport of raw vegetables; may have live floor, belt, or tip head.
Bus	BU	
Camper (Truck Mount)	TM*	Enter as a part using a Category Field code. Carry-all LL Rugged trail, pleasure, and sport utility vehicles.

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Style	Code	Comments
Chassis and Cab (Utility Truck)	CB	Truck with design that provides for a separation between the driver and load area is considered as having a cab.
Concrete or Transit Mixer	CM	
Dump Truck	DP	
Fire Truck	FT	
Flatbed or Platform Trailer	FB	
Flatrack Truck	FR	
Garbage or Refuse Truck	GG	
Glass Rack	GR	
Grain Truck	GN	
Hopper (Bottom Dump)	HO	
Law Enforcement	LV	Police, sheriff, and other vehicles known to the public as "Law Enforcement" vehicles
Lift Boom	LF	Also known as an orchard or cherry picker.
Livestock Rack	LS	
Log	LG	Used to transport logs, poles, or pipe; may be selfloading or may have a grappling arm or jammer.
Lunch Wagon	LW	
Motorized Home	MH	
Pallet	PL	
Pickup	PK	
Pickup with mounted camper	PM	Enter the camper as a part.
Refrigerated Van	RF	
Search and Rescue	SQ	
Stake or Rack	ST	
Tanker	TN	
Tow Truck/Wrecker	TT	
Tractor Truck, Diesel	DS	
Tractor Truck, Gasoline	TR	
Van	VN	Truck with design that does not provide for a separation between the driver and load area is considered to be a van. This includes minivan, panel van, and step van.
Van Camper	VC	
Vanette	VT	
Well Driller	WD	

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