

ELIGIBILITY GUIDELINES

- You are eligible if you have not been placed on court supervision for any other traffic violation issued within 12 months (365 days) of this violation.
- You are eligible if the NO COURT APPEARANCE REQUIRED box, located on the bottom portion of your ticket, has been marked.
- You are NOT eligible if you were under 18 years of age at the time your ticket was issued. You must appear in court with a parent or legal guardian to request supervision.

When you receive a traffic ticket you have four options:

1. PLEA, PAY AND/OR APPLY FOR SUPERVISION ONLINE AT <http://www.co.effingham.il.us/circuitclerk.html>. If you choose this option, stop here and follow the instructions online.
2. PLEAD GUILTY BY MAIL
 - Plead Guilty using the appropriate copy of your citation.
 - Pay cost of citation using a money order. Follow the instructions on the back side of the blue copy of the citation issued to you.
3. PLEAD NOT GUILTY BY MAIL AND REQUEST A TRIAL
 - Plead Not Guilty using the appropriate copy of your citation.
 - **Do not appear in court until you receive notice of court date.**
4. APPLY FOR THE TRAFFIC SAFETY PROGRAM BY MAIL
 - If eligible under the Eligibility Guidelines shown herein, plead guilty and sign below.
 - Complete registration form on reverse.
 - Send completed form and payment by money order (citation cost and class fee) to the Circuit Clerk in the envelope provided.
 - Cost of citation - \$120 for all complaints, except \$140 for speeding more than 20 mph but not more than 30 mph over the limit.
 - The class fee is \$40. If you choose to complete the online course, there is an additional \$35 access code fee that will be billed to you by Lake Land College.
 - Attend an approved 4-hour defensive driving course within 180 days of the PLEA being entered.
 - You are granted 180 day court supervision and must not receive a conviction for another traffic ticket during that supervision.

“PLEA OF GUILTY” WITH COURT SUPERVISION

Read this portion carefully. Make sure you understand your responsibilities.

- I am requesting that the court place me on supervision for the enclosed traffic violation. It does not require me to appear in court.
- I understand that my supervision will last 180 days from the date the PLEA is recorded at the court and it requires me to receive no other convictions for additional traffic violations during this time.
- I have not been placed on court supervision for any other traffic violation issued within 12 months (365 days) of the violation.
- I understand that I am PLEADING GUILTY to the charge on this ticket, I WAIVE my right to a hearing by the court or jury and request court supervision.
- I agree to complete the Traffic Safety Program within 180 days from the date the PLEA is recorded.
- I understand my supervision will be summarily revoked and my guilty plea will be used to enter a conviction if:
 - I am found to be ineligible.
 - I don't complete the class within 180 days from the date of the PLEA.
 - I receive another traffic violation within my supervision period.
 - I fail to return my certificate of completion from attendance of an out-of-area traffic safety school to Lake Land College Traffic Safety Program, if applicable.

Signature _____

Date _____

Before Mailing Your Payment/Registration

- Make sure you print the information and it can be easily read.
- Make sure your money order is made out to the Clerk of the Circuit Court and it is for the right amount.
- Make sure you have an envelope for the return of your receipt, driver's license and/or bond card.