

**COURT ACTION REPORT** 



DEPARTMENT OF SAFETY AND HOMELAND SECURITY USE ONLY TYPE OR PRINT LEGIBLY IN BLACK IN. DO NOT WRITE IN SHADED AREAS.

-	NAME: FIRST MIDDLE				LAST			RACE	RACE SEX DATE OF BIRTH: mm/dd/yyyy SOCIAL SECURITY NU						JRITY NUMBER	
EFENDA	ADDRESS (NO., STREET, APT, OR RT. AND PO B				OX NO.)		CITY	I	1	1		STA	TE	Z	ZIP CODE	
	DRIVER LICENSE NUMBER: CLASS			LASS	STATE	LIC. PLAT		STATE	YR	VEHY		'EH MAK	<e< td=""><td></td><td>/EH MODEL</td></e<>		/EH MODEL	
	ASSIGNED NO. HIS	TORY ONI	Y			CIAL MOTOR			RDOUS N			DENT YES	NO		YES NO	
	VIO. DATE COUNTY				CODE	STREET/HIGH	AGENCY									
	CITATION NO.		DESCRIP	TION OF			SPEEL					I OFFENSE				
		OTHER COURT ORDERED RESTRICTIONS														
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				PLETED	DISM	D TO PAY FINE	O APPEAR - S AFTER CO				(LIST CO	_		I ERROR		
VIOLATIONS	REMARKS	COSTS		ОТН	ED		CCECCE								NSE SEIZED	
	+			+ FTA COE				D PAID II		L PLAN			ן וט	<b>YE</b>		
						VIOLATION	LIC.	SURR CUD	E REVOI SUSPE	ND	D MPH			I OFFEI		
	OTHER COURT ORDERED RESTRICTIONS											ZONE			2ND 3RD	
	HEARING DATE				CASE DI	SPOSITION: (	CHECK	ONLY TH	E ONE AI	PROPRI	ATE BC	)X)				
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	Pres NO REMARKS															
					FAILE	D TO PAY FINE	S/COSTS	S AFTER CO	NVICTION	I - INITIAT	e suspe	NSION		SENT IN	I ERROR	
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	REMARKS FINE	COSTS	)E	FTA COD	ER		SSESSE		N FULL	PAYI PLAN	MENT		 D/ T	TN LICE		
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## **CLERKS**

- Use this form for reporting all court actions to the Tennessee Department of Safety and Homeland Security. These actions include:
  - a) Convictions of traffic or traffic related offenses which are required by law to be reported (T.C.A. 55-10-306);
  - b) Failure to appear on said traffic related offenses, or failure to pay fines and costs after conviction (no action can be taken on non-traffic violations);
  - c) Certification of payment of fines and costs when drivers are convicted of mandatory revocation or suspension offenses if not previously notified on original abstract;
  - d) Notification when citations are satisfied or fines and costs have been paid if not previously notified on original abstract;
  - e) Notification of withdrawal on "18-20 Alcohol Violations";
  - f) Corrected or amended abstracts; or
  - g) Report completion of court ordered traffic school.
- 2. Send original directly to the Department of Safety and Homeland Security when reporting convictions, failures to appear or pay, and corrected or amended abstracts. If the court is sending in a failure to appear or pay to initiate suspension of the defendant's license, the court may wish to notify the defendant that this process has been initiated by the court.
- 3. Send Part #2 directly to the Department when citation(s) are satisfied or for "18-20 Alcohol Violation" withdrawal.
- 4. Maintain Part #3 for court records.
- 5. Furnish Part #4 to defendant when citation(s) are satisfied or other withdrawals are ordered.
- 6. Send completed copies of the form directly to:

TICKET EVALUATION UNIT DEPARTMENT OF SAFETY AND HOMELAND SECURITY P.O. BOX 945 NASHVILLE, TN 37202

## OUT-OF-STATE DRIVERS

1. Any conviction or failure to satisfy a ticket has been forwarded to your home state. You should forward a copy of this form to the licensing authorities in your home state. In addition, if the violation required a mandatory revocation or suspension, then action may have been taken against your driving privileges in the State of Tennessee. If you were convicted of any of the following violations you are required to submit this form to the Tennessee Department of Safety and Homeland and Security along with any other requirements: driving while intoxicated, manslaughter, vehicular homicide, driving on revoked or suspended license, drag racing, violation of restricted license, leaving the scene of an accident, unlawful use of driver license, committing a felony with an automobile, allowing an intoxicated person to drive, driving while impaired, theft of a motor vehicle or part thereof, child endangerment by driving while intoxicated, and the drug free youth act, 18-20 year old alcoholic beverage violation, or juvenile possession of weapon if suspension period expired and withdrawal order not submitted.

## ALL DRIVERS

If you are convicted of an offense requiring revocation or suspension of your driving privileges, such as driving while intoxicated, driving while revoked or suspended, failure to show liability insurance, refusal to take blood/alcohol test, etc., your privilege to drive in Tennessee will be revoked or suspended.

## **GENERAL INFORMATION TO DRIVERS**

- 1. All telephone inquiries should be made to the Financial Responsibility Section at (866) 903-7357.
- 2. All forms, compliances, or written correspondence should be mailed to:

FINANCIAL RESPONSIBILITY SECTION DEPARTMENT OF SAFETY AND HOMELAND SECURITY P.O. BOX 945 NASHVILLE, TN 37202