

Citation List

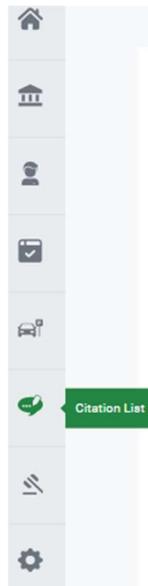


Figure 118 Side Menu >> Citation List

This section displays all issued citations, with similar filtering and viewing options as prior sections. It also allows the Admin to create new citations and resolve sync conflicts that arise from those issued via handheld ticket writers.

Home / Citations

Search [] + NEW SYNC CONFLICT FILTER MORE

<input type="checkbox"/>	CITATION NO	DATE	OFFICER	PERSON	VEHICLE	PERMIT	LOCATION NAME	AMOUNT	STATUS	ACTION
<input type="checkbox"/>	345435345344	08/02/2024 08:25 AM	WIRTH, JAYSON		234HTP		788 - PARKWOOD HALL	\$45.00	UnPaid	...
<input type="checkbox"/>	0998MBXSCSD	07/09/2024 04:36 AM	JAMES, JOHNSON		0998MB			\$25.00	UnPaid	View Edit Print Delete
<input type="checkbox"/>	23434234	07/08/2024 03:20 PM	WIRTH, JAYSON	CAREY, CARL JOE	129838		123 - DEPARTMENT	\$150.00	Paid	...
<input type="checkbox"/>	244A5000011	05/29/2024 02:12 PM	ADMIN, DEMO		67446		ANDR - ANDERSON HALL	\$25.00	UnPaid	...
<input type="checkbox"/>	244A5000010	05/29/2024 02:11 PM	ADMIN, DEMO		6745788		ANDR - ANDERSON HALL	\$25.00	UnPaid	...
<input type="checkbox"/>	244A5000009	05/02/2024 12:42 PM	ADMIN, DEMO	ENDUSER, DEMO	3321BC	23PUR0009	CARR - CARRIER HALL	\$20.00	Paid	...
<input type="checkbox"/>	5678765567	06/20/2024 04:52 PM	ADMIN, DEMO	ENDUSER, DEMO	3321BC	23BLU0765	OLDATH - OLD ATHLETICS	\$125.00	Paid	...
<input type="checkbox"/>	94858944	05/21/2024 03:37 PM	ADMIN, DEMO		BAD123		CALG - CALGARY APARTME...	\$25.00	UnPaid	...
<input type="checkbox"/>	98089900	05/21/2024 03:28 PM	ADMIN, DEMO		BAD123		CIRC - CIRCLE APARTMENT...	\$25.00	UnPaid	...
<input type="checkbox"/>	2384902394	05/21/2024 01:29 PM	ADMIN, DEMO	ENDUSER, DEMO	123ABC	23BLU0688	788 - PARKWOOD HALL	\$25.00	Paid	...

10 25 50 100 Page 1 of 31 (306 items) 1 2 3 4 5 ... 31 >

Figure 119 Citation List

Create Citation

New citations can be created by selecting the New button, in the Citation List section.

Step 1 – Select the permit, if any. Permits can be added to a citation by searching their number, or by any of their other details associated, like Permit Type, Last Name, Billing Number, et

cetera. Once located, the permit can be linked. If there is no permit, continue to the Vehicle details.

Home / Citations / Create Citation

X CANCEL

1 Permit 2 Vehicle 3 Add Citation

22blu0095

SEARCH UNLINK

PERMIT NUMBER 22BLU0095	PERMIT TYPE 22BLU-BLUE PARKING LOT	PURCHASE DATE 11/29/2022	ACTIVE DATE 11/29/2022
EXPIRATION DATE 10/10/2025	EXPIRATION CODE		

Next

Figure 120 Add Citation >> Step 1 Select permit, if any

Clicking the Unlink button will remove the previously linked permit from the citation. Select Next after attaching the desired permit.

Step 2 – Select the vehicle. If a permit was linked, then its associated vehicle record will display, which can then be linked. If no permit was attached, the vehicle can be linked by searching its License Plate number, or any of its associated details. If the vehicle is not in the system, it can be added by clicking Add New and Link after the initial search. If the wrong vehicle was linked, click Link to search for the correct one. Once the desired vehicle is linked, click Next.

Home / Citations / Create Citation

X CANCEL

1 Permit 2 Vehicle 3 Add Citation

Search by license plate#

LICENSE PLATE# 123ABC STATE YEAR / MAKE / MODEL STYLE

COLOR MAJOR - MINOR RED /

LINK VEHICLE

LINK

LICENSE PLATE#	STATE	VIN	YEAR	MAKE	MODEL	COLOR MAJOR - MINOR
123ABC	CA		2012	TOYOTA	AVALON	RED -

Figure 121 Add Citation >> Step 2 Link Vehicle

Step 3 – Add the citation(s) details. The Date Time, Officer, and Appeal By Date, will be automatically added. Citation Number, Location, Comments, and Violation(s) are manually entered. Fine amounts, as well as Scoff Code, is automatically entered based on the violation selected. Mark the Notify Administrator box if that action is needed.

X CANCEL

1 Permit 2 Vehicle 3 Add Citation

CITATION NO * 13853 DATE TIME * 08/08/2024 04:30 AM OFFICER * SHAH, JANKI APPEAL BY DATE 08/18/2024

LOCATION CIRC - CIRCLE APARTMENTS GENERAL STREET NO 123 STREET NAME * MAIN STREET

COMMENT 1 Select... COMMENT 2 Select...

NOTIFY ADMINISTRATOR

VIOLATION LIST

VIOLATION#	SCOFF CODE	FINE
VIOLATION#1 01 - PARKED IN RESTRICTED	01	\$15.00
VIOLATION#2	--	\$0.00
VIOLATION#3	--	\$0.00
VIOLATION#4	--	\$0.00
TOTAL		\$15.00

+ ADD VIOLATION - REMOVE VIOLATION

Figure 122 Add Citation >> Step 3 Add Citation

Clicking Save will create the citation. A successful creation message will pop up, and the detail page for the created citation will be displayed.



Figure 123 Citation success message

Any of the citation details can be edited on this page, as well as printing the citation itself or its receipt.

Home / Citations / Citation Detail

18537 EDIT PRINT PRINT RECEIPT DELETE

CITATION NO 18537	DATE TIME 08/08/2024 04:30 AM	OFFICER SHAH, JANKI	APPEAL BY DATE 08/18/2024
LOCATION NAME CIRCLE APARTMENTS GENERAL	STREET NO 123	STREET MAIN STREET	COMMENT 1 C#1-Comment #1
COMMENT 2	NOTIFY ADMINISTRATOR Yes	MODIFIED DATE 08/08/2024	MODIFIED BY SHAH, JANKI

PERMIT INFORMATION

PERMIT NUMBER 22BLU0095	PERMIT TYPE 22BLU-BLUE PARKING LOT	PURCHASE DATE 11/29/2022	ACTIVE DATE 11/29/2022
EXPIRATION DATE 10/10/2025	EXPIRATION CODE		

VEHICLE INFORMATION

LICENSE 123ABC	STATE CA	YEAR / MAKE / MODEL 2012 / TOYOTA / AVALON	STYLE 2 Door
COLOR (MAJOR / MINOR) RED /	VIN		

VIOLATION LIST

VIOLATION#	SCOFF CODE	FINE
PARKED IN RESTRICTED	01	\$15.00

Figure 124 Citation Detail Page

Edit – This option allows editing any of the citations details.

Figure 125 Edit Citation

Print – This option will create a PDF of the citation, which can be printed or saved.

 ARMS University 351 State st, Mobile, Arkansas-54856 Citation Details PHONE: 5489568521 EMAIL: test@test.com							
CITATION#	18537	DATE	08/08/2024	TIME	04:30 AM		
LOCATION	123 MAIN STREET						
CALL#							
VIOLATIONS							
VIOLATION	DESCRIPTION		SCOFF CODE	FINE			
01	PARKED IN RESTRICTED		-	\$ 15.00			
Total				\$ 15.00			
VEHICLES							
LICENSE	123ABC	STATE	CA	DATE EXPIRE	-		
YEAR	2012	MAKE	TOYOTA	MODEL	AVALON	STYLE	2 Door
MAJOR	RED	MINOR					
PERSON							
BILLING ID	12340000	NAME	FOWLER, DEVIN				
DATE OF BIRTH	01/01/1990	DRIVING LICENSE	100999222				
USER TYPE	RSTU-RESIDENT STUDENT	EMAIL	devin.fowler@test.com				
CLASSIFICATION	GRAD STUDENT						

Figure 126 Example of Print Citation

Print Receipt – This option will create a PDF receipt of the citation, including details like Billing ID. This can also be printed or saved.



ARMS University

351 State st, Mobile, Arkansas-54856

General Parking Receipt

PHONE: 5489568521

EMAIL: test@test.com

PERSON						
BILLING ID	12340000		NAME	FOWLER, DEVIN		
DATE OF BIRTH	01/01/1990		DRIVING LICENSE	(MS) 100999222		
USER TYPE	RSTU-RESIDENT STUDENT		EMAIL	devin.fowler@test.com		
CLASSIFICATION	GRAD STUDENT					
ADDRESS						
TAG	TYPE	STREET#	STREET	CITY	STATE	ZIP
Mailing	Billing	1222		MOLLYTON	MA	32890
PHONE						
TYPE	NUMBER				EXTENSION	
Cell Phone	1233211234					
RECEIPT						
TRANSACTION#					756	
TRANSACTION DATE					08/08/2024 04:48 AM	
CHARGE TYPE					CITATION	
CHARGE AMOUNT					\$ 15.00	

Figure 127 Example of Citation Receipt