



SUPERIOR COURT OF CALIFORNIA, COUNTY OF SAN DIEGO

WHERE TO FILE CITATIONS AND CONTACT REPORTS ISSUED AGAINST JUVENILES AND MINORS

This document memorializes where citations issued to juveniles (defined as individuals under 18 years of age at the time of the violation), juvenile contact reports (JCRs), and citations issued to minors (defined as individuals between the age of 18 and 21 at the time of the violation), will be filed. The criteria are based on requirements established by the San Diego Superior Court, the San Diego County District Attorney's Office, the San Diego County Probation Department, and various statutes that govern where citations and JCRs against juveniles will be heard.

Instructions for Law Enforcement:

1. Citations charging violations listed below should be filed directly with the Adult Traffic/Minor Offense Court at the appropriate court division in accordance with the Zip Code List (SDSC Form #ADM-254).
 - Vehicle Code: All infractions that do not involve drugs or alcohol, including but not limited to:
 - VC 12500(a)
 - VC 12814.6(b)(1)
 - VC 12951(a)
 - Municipal & Local Ordinances: All violations that involve driving or operation of a motor vehicle and do not involve drugs or alcohol.
2. All other violations, that were either not diverted by law enforcement or for which diversion efforts were unsuccessful, should be sent to the Juvenile Division of the District Attorney's Office (2851 Meadow Lark Drive, San Diego, CA 92123, Attention: Issuing), where they will be screened and filed as appropriate.
3. All infraction citations issued to individuals between the age of 18 and 21, including for Business and Professions Code violations involving minor in possession and related alcohol and drug charges, should be filed in the Adult Traffic/Minor Offense Court.

Exception: Citations issued to minors (between the age of 18 and 21) in the Central and South County Divisions for Vehicle Code Section 23140(a) (person under 21 years, driving under the influence of alcohol) will be accepted for filing in the Criminal Court. East and North County Divisions will accept these citations for filing in the Adult Traffic/Minor Offense Court.

Notes:

- A citation, NOT a JCR, should be used for all cases filed at the Adult Traffic/Minor Offense Court.
- If a citation or JCR charges both a violation that should be filed in Adult Traffic/Minor Offense Court and any other violation, law enforcement should send the citation or JCR to the Juvenile Division of the District Attorney's Office for screening.