

2023 COURT CITING DATE CARD - FOR THE CASE ASSIGNMENT CATEGORY ENTITLED "MISDEMEANOR & CITY ORDINANCES" CHICAGO POLICE DEPARTMENT

KEY	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z
JAN	9	10	11	12	13	17	18	19	20	23	24	25	26	27	30	31							3	4	5	6
FEB	16	17	21	22	23	24	27	28									1	2	3	6	7	8	9	10	14	15
MAR	28	29	30	31					1	2	3	7	8	9	10	13	14	15	16	17	20	21	22	23	24	27
APR					3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28		
MAY	10	11	12	15	16	17	18	19	22	23	24	25	26	30	31										8	9
JUN	16	20	21	22	23	26	27	28	29	30						1	2	5	6	7	8	9	12	13	14	15
JUL	26	27	28	31							3	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25
AUG	31				1	2	3	4	7	8	9	10	11	14	15	16	17	18	21	22	23	24	25	28	29	30
SEP		1	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28	29					
OCT	10	11	12	13	16	17	18	19	20	23	24	25	26	27	30	31						2	3	4	5	6
NOV	16	17	20	21	22	27	28	29	30								1	2	3	6	7	8	9	13	14	15
DEC										1	11	12	13	14	15	18	19	20	21	22	26	27	28	29		

CPD-11.562 NOTE: DEPARTMENT MEMBERS WILL ENSURE THE VICTIM/COMPLAINANT AND THE VIOLATOR KNOW THE CURRENT COURT INFORMATION, INCLUDING THE SCHEDULED DATE CONSISTENT WITH THE CITING SCHEDULE ON THE REVERSE SIDE.

INSTRUCTIONS: EACH DEPARTMENT MEMBER IS ASSIGNED A PRIMARY KEY LETTER DESIGNATION AND WILL INSERT THE MEMBER'S KEY LETTER DESIGNATION IN THE SPACES PROVIDED. MEMBERS ARE ALSO PROVIDED WITH A SECONDARY KEY LETTER DESIGNATION THAT IS 13 LETTERS APART FROM THE PRIMARY KEY ("A" AND "N," "B" AND "O," ETC.). MEMBERS WILL INCLUDE THIS SECONDARY KEY IN THE SPACE PROVIDED. BOTH KEY LETTER GROUPS WILL BE USED TO SCHEDULE COURT OR HEARING DATES FOR CITATIONS AND ARRESTS CONSISTENT WITH THE SCHEDULES OUTLINED BELOW.

DEPARTMENT MEMBERS WILL ENSURE THE VICTIM/COMPLAINANT AND THE VIOLATOR KNOW THE CURRENT COURT INFORMATION, INCLUDING THE SCHEDULED DATE.

KEY LETTER DESIGNATION	
PRIMARY	SECONDARY

FOR MISDEMEANOR ARRESTS MADE OR CITATIONS ISSUED PRIOR TO 01 JANUARY 2023, MEMBERS WILL USE THEIR PRIMARY KEY LETTER GROUP IN ACCORDANCE WITH THE FOLLOWING COURT OR HEARING DATE SCHEDULE:

- THE SCHEDULED COURT DATE AT COOK COUNTY BRANCH COURT WILL BE 21-49 DAYS FROM THE DATE OF THE ARREST OR ISSUANCE OF AN ORDINANCE COMPLAINT.
- THE SCHEDULED HEARING AT THE CITY OF CHICAGO DEPARTMENT OF ADMINISTRATIVE HEARINGS WILL BE 28-65 DAYS FROM THE DATE OF THE ISSUANCE OF AN ADMINISTRATIVE NOTICE OF ORDINANCE VIOLATION (ANOV).

PURSUANT TO PROVISIONS OF THE SAFE-T ACT (725 ILCS 5/109-1 SCHEDULED TO BE IMPLEMENTED ON 01 JANUARY 2023), FOR MISDEMEANOR ARRESTS MADE OR CITATIONS ISSUED ON OR AFTER 01 JANUARY 2023, THE FOLLOWING CITING SCHEDULE WILL BE USED:

- THE SCHEDULED COURT DATE AT COOK COUNTY BRANCH COURT WILL BE 7-21 DAYS FROM THE DATE OF THE ARREST, THE ISSUANCE OF AN ORDINANCE COMPLAINT FORM ISSUANCE, OR THE ISSUANCE OF ANOTHER CRIMINAL VIOLATION CITING DOCUMENT. MEMBERS WILL FOLLOW THE SCHEDULING PRIORITY AS OUTLINED BELOW.
 - MEMBERS WILL FIRST USE THEIR PRIMARY KEY LETTER DESIGNATION.
 - IF THAT DATE FALLS OUTSIDE THE 7-21 DAY WINDOW, MEMBERS WILL USE THEIR SECONDARY COURT KEY DESIGNATION.
 - IF THAT DATE FALLS OUTSIDE THE 7-21 DAY WINDOW, MEMBERS WILL SELECT A COURT DATE 14 DAYS FROM THE DATE OF THE ARREST OR ISSUANCE OF A CITATION.
- THE SCHEDULED HEARING AT THE CITY OF CHICAGO DEPARTMENT OF ADMINISTRATIVE HEARINGS WILL BE 28-65 DAYS FROM THE DATE OF THE ISSUANCE OF AN ADMINISTRATIVE NOTICE OF ORDINANCE VIOLATION (ANOV).