

Request to Update Alaska Court System's Uniform Minor Offense Table (UMOT)

Please complete this form for each code section to be updated or added. Email forms to the court's helpdesk at: Helpdesk@akcourts.us, or use the Submit by Email button at the top when you have completed the form. If you have more than five updates or additions, contact the court's helpdesk for further instruction.

From: Name: _____ Title: _____
City/Borough: _____ Phone: _____ Email: _____

- Add** the following offense to the court system's Uniform Minor Offense Table
1. Code Section: _____
 2. Offense Description: _____
 3. Effective Date: _____
 4. Is this offense on a **fine schedule***? Yes No
If Yes,
 - a. What is the fine amount? \$ _____
 - b. What is the code section that establishes the fine schedule for this offense? _____
 5. Is this offense a **mandatory court appearance**** offense? Yes No
If Yes,
 - a. What is the maximum penalty amount for this offense? \$ _____
 - b. What is the code section that sets the penalty for this offense? _____
 6. Is this offense classified as a Violation Infraction
What is the code section that establishes the classification for this offense? _____

- Correct** the following offense in the court system's Uniform Minor Offense Table:
- Code Section: _____
- Offense Description: _____
- Correction Needed: _____

- Remove** the following offense from the court system's Uniform Minor Offense Table:
1. Code Section: _____
 2. Offense Description: _____
 3. Effective Date: _____
 4. Reason for removal: _____

***Fine Schedule:** Pursuant to AS 29.25.070(a) a municipality may allow disposition of a violation without court appearance and establish a schedule of fine amounts for each offense. A fine schedule is a table or list of offenses, which includes the code section where the offense is defined, the offense description and the fine amount for that offense. It must clearly state that the offenses listed on the fine schedule can be disposed of without a court appearance (optional court appearance offenses) by payment of the fine. It must describe the procedure for disposing of the charges.

****Mandatory Court Appearance Offense:** Any offense not listed on a fine schedule is automatically a mandatory court appearance offense. The defendant cannot dispose of these offenses by paying a fine, but must appear in court to answer to the charges.