

# Judicial Information Systems / District Court System

## SOS CODE FILE AND STATUTE FILE INSTRUCTIONS FOR ADDING NEW SECRETARY OF STATE OFFENSE CODE 1355, SOLD/FURNISHED ALCOHOLIC LIQUOR TO A MINOR (MCL 436.1701)

**Effective June 30, 2011**

**PLEASE COMPLETE STEPS IN THE ORDER GIVEN**

**Step 1:** Using your Administrative Sign-on, add SOS Offense Code 1355 to the SOS Code File via the **SOS Code File Inquiry & Update** screen. Populate fields as shown below and press **F2-Add**. **NOTE:** JIS has already taken this step for the Online Courts.

SOS Code File Inquiry & Update		6/21/11	12:34:56
Code: <u>1355</u>	Begin	End	
CODE Effective: <u>63011</u>	_____	_____	
Vehicle Type: <u>_</u>	(Blank, C=Commercial, S=Snowmobile, W=Watercraft, O=ORV)		
Offense Type: <u>_</u>	(Blank, A=Alcohol, D=Drug, M=MIP, S=Speeding P=Parking, H=Handicap Parking)		
Description:	SOLD/FURNISHED ALCOHOLIC LIQUOR TO A MINOR		
Abstract	Begin	End	NOTICE BASED ON:
: <u>63011</u>	_____	_____	0 (A=Adjudication Date, O=Offense Date)
Deferral Abs:	_____	_____	-
Audit Abs	_____	_____	-
FAC	: <u>63011</u>	_____	0
FCJ	: <u>63011</u>	_____	0
FCPV	: _____	_____	-
14D	: <u>63011</u>	_____	0
NNC	: _____	_____	-
Susp/Rest	: _____	_____	-
			Last Chgd: <u>06/21/2011</u> Chgd By: <u>JAYB</u>
Enter-Inquiry F1-Clear Screen F2-Add F3-Update F23-Delete			
F24-Previous Menu Roll-Page			

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**MCL 436.1701** contains different provisions for persons who **are** a retail licensee or retail licensee's clerk, agent, or employee and those who **are not**. Prosecuting Attorney Coordinating Council (PACC) Codes 436.19092-A, 436.19092-B and 436.19092-C apply to misdemeanor charges issued to a retail licensee, clerk, agent, or employee under MCL 436.1701. These PACC codes do not have an associated SOS Offense Code and the changes to MCL 436.1701 do not affect them.

State civil infractions can also be written under MCL 436.1701 to persons who are a retail licensee or retail licensee's clerk, agent, or employee as the result of an undercover operation. These charges are not abstracted, but a hold action preventing driver license renewal may be submitted to SOS by using SOS Offense Code 9300. There are no changes to these charges.

**The new SOS Offense Code 1355 only applies to persons who are not a retail licensee or retail licensee's clerk, agent, or employee and are charged with a misdemeanor offense under MCL 436.1701.**

There are two PACC codes regarding selling and furnishing alcohol to a minor by defendants who **are not** a retail licensee or retail licensee's clerk, agent, or employee which need to be considered when updating your Statute File. Neither PACC code is currently associated with an SOS Offense Code. The *Charge* codes which use the PACC codes can be found in *Table M* of your Statute File and are given below:

Charge code: **43617011-A**                      PACC#: **436.17011-A**  
*Long Description:* **ALCOHOL - SELLING/FURNISHING TO MINOR**  
*Crime Victim Reportable:* **A**

Charge code: **43617011-B**                      PACC#: **436.17011-B**  
*Long Description:* **ALCOHOL - SELLING/FURNISHING TO MINOR-SECOND OR SUBSEQUENT OFFENSE NOTICE**  
*Crime Victim Reportable:* **A**

Our suggestion is to enter an *Effective End Date* of 6/29/11 for each *Charge* code and duplicate the same *Charge* codes with an *Effective Begin Date* of 6/30/11. The new *Charge* codes will include the new SOS Offense Code 1355. **See Step 2 and Step 3 below.**

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**Step 2:** Go to the Traffic/Criminal Subsystem → Code Files Update → Statute File. In *Table M* on the **Statue File Inquiry & Update** screen, enter an *Effective End Date* of **62911** for *Charge* codes **43617011-A** and **43617011-B**. Press **F3-Update**.

**Step 3:** In *Table M*, add *Charge* codes **43617011-A** and **43617011-B** with an *Effective Begin Date* of **63011**. Populate fields, including the *SOS* field, and press **F2-Add**. An example for *Charge* code **43617011-A** is given below.

If you have a local offense which substantially corresponds to MCL 436.1701 for a non-retail licensee offense and it includes the corresponding PACC codes, similar steps should be taken to include SOS Offense Code 1355 to those *Charge* codes.

Please note misdemeanor charges written under MCL 436.1701 are Crime Victim Reportable and are marked with an **A** in the *Crime Victim Reportable* field.

Statute File Inquiry & Update		6/21/11 10:46:09	
Table M	Charge 43617011-A	Fel/Mis/Civ M	Case Types SM
Ordin.	PACC# 436.17011-A		SOS 1355
Payable Misdemeanor	(Blank or X)	14-Day Notice	(Blank or X)
Drug Reportable	(Blank or X)		
Drunk Driving Reportable	(V=Mtr Veh B=Minor BAC M=Marine S=Snowmobile O=ORV)		
Crime Victim Reportable	(X=Specified S=Serious A=Accident)		
Short Description	SELL ALC MIN		
Long Description	ALCOHOL-SELLING/FURNISHING TO MINOR		
Penal Fines	Code	Amount	Default
Penal Costs			Combined Ordin. Fine & Costs Code
			Penalty Amt Days
Other Assessments			Begin End
			Effective Date: 63011
			Last Chgd: 06/21/11 By: D9992JLF
Initial Assessment	0.00		
Enter-Inquiry	F1-Clear Screen	F2-Add	F3-Update
F23- Delete	F24-Previous Menu		F4-Prompt Page/Roll

Include SOS Offense Code 1355 and Effective Begin Date 63011 when creating the new Charge code.