

Laser Fax

Modification 5
Modification 5.95
December 18, 2009

SUMMARY OF COLLECTIONS

An addendum page to the Summary of Collections Report (AOPC 728) will print when Line 11 (Dog Law) displays a dollar amount. The page will look similar in format to the Line 12 page (Miscellaneous Fines and Costs). The Department of Revenue requested this change because the additional printouts for Line 11 and 12 will completely eliminate their need to print the detailed income reports from the electronic transmission, saving a great deal of paper.

MUNICIPAL OFFICERS AND CONSTABLES

When you receive a surname or address change request from municipal officers or constables, refer them to MPOETC or PCCD. AOPC can make a temporary change, but when we receive a weekly electronic record update from those source agencies, the information will be overwritten. The officers and constables need to make the update with their certification organization.

HELP DESK HOURS

The MDJS procedural help desk will close at 3:00 pm on December 24. If you require hardware assistance after 3:00 pm, call the help desk number and your call will be forwarded to an on-call operator.