

# STATE OF MICHIGAN

## UD-10 Traffic Crash Report Manual



Produced and Distributed by:  
Michigan Department of State Police  
Criminal Justice Information Center  
P.O. Box 30634  
Lansing, Michigan 48909  
Telephone (517) 241-1699  
Fax (517) 241-1644

[www.michigan.gov/crash](http://www.michigan.gov/crash)

January 2014

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# Concept of the State of Michigan TRAFFIC CRASH REPORT

This manual has been prepared to provide guidance for completion of the State of Michigan Traffic Crash Report form (UD-10 or UD-10E\*) prescribed by the Director of the Department of State Police pursuant to Section 257.622 of the Compiled Laws of 1970, as amended.

Michigan law requires that the completed crash reports be forwarded to the Director of the Department of State Police on forms prescribed by that office. UD-10's cannot be available for use in any court action (MCL 257.624) but are used for the purpose of furnishing statistical information on crashes. They also provide the basis for traffic legislation, enforcement, engineering, education, driver licensing and public information generally not available from any other source pursuant to MCL Section 257.624 of the Compiled Laws of 1970, as amended.

Every reasonable effort shall be made to obtain factual information for the completion of the report. If this is not possible, law enforcement shall use their best judgment and record their considered opinions based on their investigation and experience. This should be done even though it may not be possible to substantiate all recorded information or have sufficient evidence to initiate prosecution.


When prosecution is initiated, "a police officer may issue a citation to a person who is a driver of a motor vehicle involved in an accident if, based upon PERSONAL INVESTIGATION, the officer has reasonable cause to believe that the person has committed a misdemeanor under the act" or "is responsible for a civil infraction in connection with the crash." MCL Section 257.728(8) and 257.742(3).

Each crash report is a display of the ability of the professional traffic crash investigator. Compliance with instructions in the manual will help ensure that reports are filled out completely, accurately, uniformly, and will be of greatest possible value for crash prevention purposes.

Lastly, the UD-10 Traffic Crash Report is not only for insurance companies! Data reported on the UD-10 is used by:

- Traffic engineers to help redesign unsafe roads and intersections.
- Road Commissions to recoup repair costs from insurance companies when public property is damaged.
- Law enforcement to assign patrols to roads where an unusually high number of crashes occur.
- Department of State to update driver records and get "problem" drivers off our roads.
- Federal safety agencies that develop safety initiatives, implement safety programs, and contribute to making and changing laws.

Accurate and timely data is important to everyone!

\* **The contents of this manual refer to both paper UD-10 submission and electronic UD-10 submission (referred to as UD-10E). However, there are specific items that refer to electronic submission only and those will be noted with the  symbol.**

# **FOREWORD**

**The law enforcement officer is absolutely the most important element of the UD-10 and electronic crash report!**

The data produced from approximately 400,000 traffic crash reports processed each year can be no better than the accuracy of the original reports submitted by Michigan's law enforcement agencies. If the law enforcement officer completing the UD-10 Traffic Crash Report or the UD-10E Electronic Crash Report does an incomplete or incorrect job of filling out the form, the resulting data will be of poor quality. As a result, traffic safety experts will be unable to evaluate public education campaigns, make improvements to roadways, and dangerous drivers will continue to pose a threat to all motorists.

The paper UD-10 Traffic Crash Report is a two-sided form designed to capture information about a motor vehicle crash. Each form is designed to capture information pertaining to two units, four injured passengers and up to four uninjured passengers. If there are more than two units involved in a crash, or more than one Truck/Bus unit, additional forms will need to be submitted. In this case, a Serial Override Number will be used on the additional forms.

The Electronic Traffic Crash Report is a means designed to capture information about a motor vehicle crash. Each report is designed to capture information pertaining to unlimited number of units and injured/uninjured passengers.

To improve the quality of the paper UD-10 Traffic Crash Reports,  
please be mindful of these common errors.

**Missing Date and/or Unit Number:** The date must be written as MM/DD/YYYY and the Unit Number is also of special importance so please remember to complete this field for each unit recorded.

**Both "Corrected" and "Replace" Bubbles are Marked:** It cannot be both, it must be one or the other. Also, when submitting a form to CORRECT, REPLACE or DELETE, the OVERRIDE box must have the serial number of the original form.

**Missing Override Number (in the lower left corner):** If the officer is submitting a form other than the original or is using a supplemental form because more than two units were involved, the original serial number must be written in the OVERRIDE box. This number links the subsequent information with the original form.

**Stray Marks or Damaged Forms:** These cause the form to be rejected by the computer. Do not make ANY STRAY marks, including personal initials in a corner to indicate it has been reviewed by a supervisor, slashes through areas that do not apply, signatures that extend outside the box, drawing in the margins, etc.

**Location:** Do not guess or estimate distances. When accurate distances are not received, traffic specialists cannot properly identify areas of concern. Also, do not use familiar local landmarks as locations; for example, "Ford Plant 7, Gate 2." The road name and intersecting road name must be the name of a public roadway within the county of the crash.

**Vehicle Registration and Vehicle Identification Number (VIN):** PRINT LEGIBLY AND CLEARLY!

**Total Number of Units do not Match Total Number of Units Submitted:** Make sure that the total Number of Units, matches the completed number of units. Example: Number of Units is 3, be sure that 3 separate units are completed and marked as Unit 1, Unit 2 and Unit 3.

**If you have questions about the UD-10:**  
CONTACT THE TRAFFIC CRASH REPORTING SECTION AT (517) 241-1699

# **INSTRUCTIONS FOR COMPLETION**

## **CRASH DEFINITION**

The UD-10(E) Traffic Crash Report will be used to report to the State of Michigan, all traffic related motor vehicle crashes. The report is also used to record any crash involving a snowmobile or off-road vehicle (ORV), whether traffic or non-traffic related. The property damage for a snowmobile or ORV is \$100.00.

*The Michigan criteria for a crash is, “**DID THE CRASH INVOLVE...**”*

1. **a motor vehicle that**
2. **was in transport, and**
3. **on the roadway, that resulted in death, injury or property damage of \$1,000 or more.**

Exclusions of a crash include: Deliberate Intent (i.e., suicide, self-inflicted injury, homicide); Legal Intervention (i.e., pit-maneuver, deliberate acts engaged in by law enforcement) **Note:** A pit-maneuver that causes two other vehicles to crash, those two vehicles would then be reported on a crash form.

## **FORM DESIGN – PAPER**

The UD-10 is a two-sided form designed to record the information pertaining to a crash involving two (2) units. Additional forms need to be submitted if the crash involves more than two units, or more than one Truck/Bus unit. One unit (vehicle, driver and passengers) will be entered on the front side of the form and that of a second unit on the back. Bubbled entries and written areas will be entered into the State of Michigan Traffic Crash Records System.

**Note:** The shading on the form has no significant value and is only used to visually differentiate the areas on the form. You shall complete all sections applicable to best describe the crash being submitted.

## **FORM DESIGN – ELECTRONIC**

The UD-10E is an electronically generated form comprised of crash data.

## **FATAL CRASHES**

In crashes involving fatalities, the State of Michigan requires that all passengers, injured and uninjured, be listed on the crash report and that the Crash Diagram and Remarks, be completed with a thorough description of the crash. Include all supplemental reports relating to this crash. All fatalities occurring on non-public highways (driveways, shopping centers, etc.) shall also be submitted. All fatalities must be reported to MSP Operations via the Law Enforcement Information Network (LEIN), using the format shown in Section 8.

**Note:** An **injured** person(s) involved in the crash must be recorded in the Unit/Passenger section. See Section 3.

## **PARKED VEHICLES**

**Legally Parked Vehicle:** A LEGALLY parked vehicle is a traffic unit on the UD-10(E). All occupants (including the person sitting behind the steering wheel) of a LEGALLY parked vehicle are passengers. Do NOT include a Drivers License Number (DLN) of the occupant seated behind the wheel. Michigan law does not require a person to have a driver license in order to sit in a legally parked vehicle. Code the person sitting behind the wheel in the Passenger section in Position “01.”

**Note:** An emergency vehicle with lights activated and on the roadway is considered a Legally Parked Vehicle.

**Illegally Parked Vehicle:** An ILLEGALLY parked vehicle is a traffic unit on the UD-10(E) and is considered a motor vehicle “in transport.” If the vehicle is ILLEGALLY parked, list the DLN of the occupant seated behind the steering wheel. Notice we have intentionally avoided calling this person the “driver” because the car is PARKED, but the person’s DLN, name, address, etc. should be listed in the Driver section of the UD-10(E).

**Unoccupied Vehicle:** If the vehicle is UNOCCUPIED (parked legally or illegally), do not list any information in the Driver section.

# **INSTRUCTIONS FOR COMPLETION (Cont.)**

## **IMPORTANT REMINDERS – PAPER**

Here are some important points to keep in mind when using this form:

1. A pencil is preferred, but a pen (blue or black ink only) may be used to complete this form. Do not use felt tip or gel pens, they have a tendency to bleed through to other data fields.
2. Do not write or make any marks on the paper outside the rectangular form. These marks may go through hash marks or into other bubbles and cause an incorrect reading of the data.
3. If an error is made in the "write-in" or "bubble" areas please correct accordingly. If using a pencil, erase the answer completely. If ink was used, correction tape or whiteout may be used (correction tape is preferred).
4. Do not use staples. The staples tear the report and cause an incorrect reading of the data.
5. Damaged, ripped, torn or taped forms cannot be processed. They will be returned to be re-written.
6. When a single digit response is recorded in a field that has two columns, a zero in the first column must also be filled in. For example, if the correct response to an item is "3," fill in a "0" in the first column and a "3" in the second column. The result will be "03."
7. If recording the distance as a decimal, the decimal point must occupy its own box. See example below.

|          |  |  |   |    |
|----------|--|--|---|----|
| Distance |  |  | . | 25 |
|----------|--|--|---|----|

8. No personal information should be recorded in the narrative. i.e., driver's license number, addresses, telephone numbers.



## **IMPORTANT REMINDERS – ELECTRONIC**

1. No personal information should be recorded in the narrative. i.e., driver's license number, addresses, telephone numbers.
2. If **ANY** information is unknown, leave field blank. i.e., hit and run driver, unknown, n/a, none.
3. The number of units that can be recorded is unlimited.
4. The number of involved parties that can be recorded is unlimited.

## **FOR ASSISTANCE**

Direct any questions about the use of the UD-10(E) Traffic Crash Report form to:

**Michigan State Police  
Criminal Justice Information Center  
P.O. Box 30634  
Lansing, MI 48909**

**Office Phone:  
(517) 241-1699**

**Office Fax:  
(517) 241-1644**

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The form is titled "STATE OF MICHIGAN TRAFFIC CRASH REPORT". It contains the following sections and numbered fields:

- Authority:** 1946 PA 300, Sec. 257.822; Compliance: Required; MSP UD-10; Penalty: \$100 and/or 90 days (Rev 1/04).
- Page:** 3 of 3.
- Incident #:** 4
- File Class:** 5
- Incident Disposition:** 6 (Open/Closed)
- Reviewer:** 7
- ORI:** 1 (MI)
- Department Name:** 2
- Crash Data:** 8 (Date), 9 (Time), 10 (No. of Units)
- Crash Type:** 11 (Single Motor Vehicle, Head On, Angle, Rear End, etc.)
- Special Circumstances:** 12 (School Bus, Hit and Run, etc.)
- Special Checks:** 17 (Fatal Report, Replace Entire Report, etc.)
- Weather:** 14 (Clear, Cloudy, Snow, etc.)
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# Quick Reference

## UD-10 (Back)

**BACK**

Unit Number State Driver License Number

**NCS** Date of Birth License Type Sex Total Occup Hazard Action

Unit Type Name Street Address City State Zip Phone Number

Driver Condition Interlock Alcohol Test Type Vehicle Registration State Insurance Towed To/By

VIN Vehicle Description Make Model Color Year

Location of Greatest Damage Vehicle Type Vehicle Direction Special Vehicles Private Trailer Type Vehicle Defect

First Name Middle Last Date of Birth Sex Position Restraint Hospital Ambulance Ejected Trapped

Injury Airbag Deployed Citation Issued

First Name Middle Last Date of Birth Sex Position Restraint Hospital Ambulance Ejected Trapped

Injury Airbag Deployed Citation Issued

Owner/Driver Name Address Phone Number Age Pos. Rest.

Unit Reported on Front Unit Reported Above

Crash Diagram and Remarks

Unit Number Carrier Name Address City State Carrier Source Zip GWR Driver's CDL Type ICDCM USDOT MPSC Type & Axles Per Unit Cargo Body Type ID #

UD-10 SERIAL NUMBER Investigated at Reported Date/Time Investigator Name(s) & Badge # (Print Only) Photos By

Do Not Write or Mark On This Side of The Line  
 Michigan State Police, Traffic Crash Reporting Section,  
 7150 Harris Drive, Lansing, MI 48913  
 Do Not Write or Mark On This Side of The Line

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# Quick Reference

## UD-10E (Front)

|   |   |                       |                      |   |                   |   |  |  |   |                      |   |         |
|---|---|-----------------------|----------------------|---|-------------------|---|--|--|---|----------------------|---|---------|
| Authority: 1949 PA 300, Sec.257.622<br>Compliance: Required MSP UD-10E<br>Penalty: \$100 and/or 90 days (Rev 11/2006) |   | External #<br>A000000 |                      | Crash ID<br>1   |                   | Page 01 of 01<br>Incident #      File Class |  |  |   |                      |   |         |
| <b>STATE OF MICHIGAN TRAFFIC CRASH REPORT</b>   |   |                       |                      |   |                   |   |  |  |   |                      |   |         |
| ORI:  |   |                       | Department Name      |   |                   |   |  | Reviewer   |   |                      |   |         |
| Crash Date  | Crash Time  | No. of Units          | Crash Type           | Special Circumstances   |                   |   | Special Checks   |  |   |                      |   |         |
|   |   |                       |                      | <input type="checkbox"/> School Bus <input type="checkbox"/> None <input type="checkbox"/> Deer<br><input type="checkbox"/> Hit and Run <input type="checkbox"/> Fleeing Police |                   |   | <input type="checkbox"/> Fatal <input type="checkbox"/> Non-Traffic Area <input type="checkbox"/> CRV/Snowmobile |  |   |                      |   |         |
| County  | Traffic Control   | Relation to Roadway   |                      | Special Study   | Weather           |   | Area   |  |   |                      |   |         |
| City/Twp  | Construction Zone (if applicable)<br>Type   |                       | Lane Closed          | Activity  | Light             | Road Condition                              | Total Lanes      Speed Limit      Posted   |  |   |                      |   |         |
| <b>LOCATION</b>   | Prefix  |                       | Road Name            |   | Road Type         |   | Suffix      Divided Roadway  |  |   |                      |   |         |
|   | Distance  |                       |                      |   | Traffic Way       |   | Access Control   |  |   |                      |   |         |
|   | Prefix  |                       | Intersecting Road    |   | Road Type         |   | Suffix      Divided Roadway  |  |   |                      |   |         |
| <b>UNIT/DRIVER</b>  | Unit Number   | Unit Known            | State                | Driver License Number   |                   | Date of Birth (Age)                         | License Type   | Endorsements   | Sex   | Total Occupants      | Hazardous Action  |         |
|   | 00  |                       |                      |   |                   |   | <input type="checkbox"/> Operator<br><input type="checkbox"/> Chauffeur<br><input type="checkbox"/> Moped        | <input type="checkbox"/> Cycle<br><input type="checkbox"/> Farm<br><input type="checkbox"/> Recreation |   |                      |   |         |
|   | Unit Type   | Driver Information    |                      |   |                   |   | Injury   | Position   | Restraint   | Hospital             |   |         |
|   | Driver Condition  |                       |                      |   |                   |   | Interlock  | Ejected  | Trapped   | Airbag Deployed      | Ambulance   |         |
|   | <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 <input type="checkbox"/> 9 <input type="checkbox"/> 99                        |                       |                      |   |                   |   |  |  |   |                      |   |         |
|   | Alcohol   |                       |                      |   | Test Results      |   |  |  | Drugs   |                      | Citation Issued   |         |
|   | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Refused <input type="checkbox"/> Not offered<br>Test Type <input type="checkbox"/> Field <input type="checkbox"/> PBT <input type="checkbox"/> Breath <input type="checkbox"/> Blood <input type="checkbox"/> Urine |                       |                      |   |                   |   |  |  | <input type="checkbox"/> Yes <input type="checkbox"/> No<br>Test Type <input type="checkbox"/> Blood <input type="checkbox"/> Urine |                      | <input type="checkbox"/> Hazardous <input type="checkbox"/> Other |         |
|   | Vehicle Registration  | State                 | Insurance / Policy # |   |                   | Towed To/By                                 |  |  | Special Vehicles  | Private Trailer Type | Vehicle Defect  |         |
|   | VIN   | Vehicle Description   |                      | Make  | Model             |   | Color  |  | Year  | Vehicle Type         |   |         |
|   | Location of Greatest Damage   | First Impact          | Extent of Damage     | Driveable   | Vehicle Direction | Vehicle Use                                 |  |  | Action Prior  |                      |   |         |
| Sequence of Events<br>(● indicates MOST harmful event)  |   |                       | First                | Second  |                   | Third                                       |  | Fourth   |   |                      |   |         |
| <b>PASSENGERS</b>   | Passenger Information   |                       |                      |   |                   | Date of Birth (Age)                         | Sex  | Position   | Restraint   | Hospital             |   |         |
|   |   |                       |                      |   |                   | Injury                                      | Airbag Deployed  | Ejected  | Trapped   | Ambulance            |   |         |
|   | Passenger Information   |                       |                      |   |                   | Date of Birth (Age)                         | Sex  | Position   | Restraint   | Hospital             |   |         |
|   |   |                       |                      |   |                   | Injury                                      | Airbag Deployed  | Ejected  | Trapped   | Ambulance            |   |         |
|   | Passenger Information   |                       |                      |   |                   | Date of Birth (Age)                         | Sex  | Position   | Restraint   | Hospital             |   |         |
|   |   |                       |                      |   |                   | Injury                                      | Airbag Deployed  | Ejected  | Trapped   | Ambulance            |   |         |
|   | Passenger Information   |                       |                      |   |                   | Date of Birth (Age)                         | Sex  | Position   | Restraint   | Hospital             |   |         |
|   |   |                       |                      |   | Injury            | Airbag Deployed                             | Ejected  | Trapped  | Ambulance   |                      |   |         |
| <b>TRUCK/BUS</b>  | Carrier Information   |                       |                      |   | Carrier Source    |   | GVWR   | ICCMC  | USDOT   | MPSC                 |   |         |
|   |   |                       |                      |   | Drivers CDL Type  |   | Endorsements   |  | CDL Exempt  | CDL Restrictions     |   |         |
| Interstate/intrastate   |   | Vehicle Type          | Type & Axle Per Unit |   | Third             | Fourth                                      | Cargo Body Type  | Medical Card   | Hazardous Material  |                      | ID #  | Class # |
|   |   |                       | First                | Second  |                   |   |  |  | <input type="checkbox"/> Placard <input type="checkbox"/> Cargo Spill   |                      |   |         |
| <b>OWNERS</b>   | Owner Information   |                       |                      |   |                   |   | Owner Information  |  |   |                      |   |         |
|   |   |                       |                      |   |                   |   |  |  |   |                      |   |         |
| Person Advised of Damaged Traffic Control   |   |                       |                      |   |                   | Damaged Property                            |  |  | Public  |                      |   |         |
| Contact Name:   |   |                       |                      |   |                   | Owner & Phone                               |  |  |   |                      |   |         |
| Contact Date:   |   |                       |                      |   |                   |   |  |  |   |                      |   |         |
| Contact Time:   |   |                       |                      |   |                   |   |  |  |   |                      |   |         |

# Quick Reference

## UD-10E (Back)

|                       |   |                       |   |                       |                     |   |  |   |   |   |                |  |
|-----------------------|---|-----------------------|---|-----------------------|---------------------|---|--|---|---|---|----------------|--|
| UNIT / DRIVER         | Unit Number<br>00   | Unit Known            | State   | Driver License Number | Date of Birth (Age) | License Type<br><input type="checkbox"/> Operator<br><input type="checkbox"/> Chauffeur<br><input type="checkbox"/> Moped | Endorsements<br><input type="checkbox"/> Cycle<br><input type="checkbox"/> Farm<br><input type="checkbox"/> Recreation   | Sex   | Total Occupants   | Hazardous Action  |                |  |
|                       | Unit Type   | Driver Information    |   |                       |                     | Injury  | Position   | Restraint   | Hospital  |   |                |  |
|                       | Driver Condition<br><input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 <input type="checkbox"/> 9 <input type="checkbox"/> 99                |                       |   |                       |                     | Interlock   | Ejected  | Trapped   | Airbag Deployed   | Ambulance   |                |  |
|                       | Alcohol<br><input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Refused <input type="checkbox"/> Not offered<br>Test Type: <input type="checkbox"/> Field <input type="checkbox"/> PBT <input type="checkbox"/> Breath <input type="checkbox"/> Blood <input type="checkbox"/> Urine |                       |   |                       |                     | Test Results  |  | Drugs<br><input type="checkbox"/> Yes <input type="checkbox"/> No<br>Test Type: <input type="checkbox"/> Blood <input type="checkbox"/> Urine |   | Citation Issued<br><input type="checkbox"/> Hazardous <input type="checkbox"/> Other  |                |  |
|                       | Vehicle Registration  | State                 | Insurance / Policy #                              |                       |                     | Towed To/By   |  |   | Special Vehicles  | Private Trailer Type  | Vehicle Defect |  |
|                       | VIN   |                       | Vehicle Description                               | Make                  | Model               | Color   | Year   | Vehicle Type  |   |   |                |  |
|                       | Location of Greatest Damage   | First Impact          | Extent of Damage                                  | Driveable             | Vehicle Direction   | Vehicle Use   |  | Action Prior  |   |   |                |  |
|                       | Sequence of Events<br>(● indicates MOST harmful event)  |                       |   | First                 | Second              | Third   | Fourth   |   |   |   |                |  |
|                       | PASSENGERS  | Passenger Information |   |                       |                     |   | Date of Birth (Age)  | Sex   | Position  | Restraint   | Hospital       |  |
|                       |   | Passenger Information |   |                       |                     |   | Injury   | Airbag Deployed   | Ejected   | Trapped   | Ambulance      |  |
| Passenger Information |   |                       |   |                       | Date of Birth (Age) | Sex   | Position   | Restraint   | Hospital  |   |                |  |
| Passenger Information |   |                       |   |                       | Injury              | Airbag Deployed   | Ejected  | Trapped   | Ambulance   |   |                |  |
| Passenger Information |   |                       |   |                       | Date of Birth (Age) | Sex   | Position   | Restraint   | Hospital  |   |                |  |
| Passenger Information |   |                       |   |                       | Injury              | Airbag Deployed   | Ejected  | Trapped   | Ambulance   |   |                |  |
| Passenger Information |   |                       |   |                       | Date of Birth (Age) | Sex   | Position   | Restraint   | Hospital  |   |                |  |
| Passenger Information |   |                       |   |                       | Injury              | Airbag Deployed   | Ejected  | Trapped   | Ambulance   |   |                |  |
| Passenger Information |   |                       |   |                       | Date of Birth (Age) | Sex   | Position   | Restraint   | Hospital  |   |                |  |
| Passenger Information |   |                       |   |                       | Injury              | Airbag Deployed   | Ejected  | Trapped   | Ambulance   |   |                |  |
| TRUCK/BUS             |   | Carrier Information   |   |                       |                     |   | Carrier Source   | GVWR  | ICCMC   | USDOT   | MPSC           |  |
|                       |   | Driver's CDL Type     |   |                       |                     |   | Endorsements<br><input type="checkbox"/> H <input type="checkbox"/> P <input type="checkbox"/> T<br><input type="checkbox"/> N <input type="checkbox"/> S <input type="checkbox"/> X |   | CDL Exempt<br><input type="checkbox"/> Farm<br><input type="checkbox"/> Other | CDL Restrictions<br><input type="checkbox"/> 28 <input type="checkbox"/> 29 <input type="checkbox"/> 30 <input type="checkbox"/> 35 <input type="checkbox"/> 36 |                |  |
|                       | Interstate/Intrastate   | Vehicle Type          | Type & Axle Per Unit<br>First Second Third Fourth |                       |                     | Cargo Body Type   | Medical Card   | Hazardous Material<br><input type="checkbox"/> Placard <input type="checkbox"/> Cargo Spill   |   | ID #  | Class #        |  |
| OWNERS                | Owner Information   |                       |   |                       |                     | Owner Information   |  |   |   |   |                |  |
|                       | Witness Information   |                       |   |                       |                     | Witness Information   |  |   |   |   |                |  |
| WITNESS               | Investigated at Scene   | Reported Date (Time)  | 1st Investigator Name (Badge)                     |                       |                     | 2nd Investigator Name (Badge)   |  |   | Photos By   |   |                |  |
|                       | Narrative   |                       |   |                       |                     | Diagram   |  |   |   |   |                |  |



# Quick Reference

## UD-10 Help Sheet (Front)

| STATE OF MICHIGAN TRAFFIC CRASH REPORT  |   |  |   | Revised 06/2010   |                  |       |                                   |  |           |              |  |   |  |   |  |  |                              |                                       |          |  |
|---|---|--|---|---|------------------|-------|-----------------------------------|--|-----------|--------------|--|---|--|---|--|--|------------------------------|---------------------------------------|----------|--|
| <p style="text-align: center;"><b>Crash Type (First Impact)</b></p> <p style="font-size: x-small;">Single Motor Vehicle<br/>Includes Car/Pedestrian,<br/>Car/Bicyclist, Car/Animal,<br/>Car Train, Car/Fixed Object</p> <div style="display: flex; justify-content: space-around; text-align: center;"> <div style="border: 1px solid black; padding: 2px;">1. Single Motor Vehicle</div> <div style="border: 1px solid black; padding: 2px;">2. Head On</div> <div style="border: 1px solid black; padding: 2px;">3. Head On-Left Turn</div> <div style="border: 1px solid black; padding: 2px;">4. Angle</div> <div style="border: 1px solid black; padding: 2px;">5. Rear End</div> </div> <div style="display: flex; justify-content: space-around; text-align: center; margin-top: 10px;"> <div style="border: 1px solid black; padding: 2px;">6. Rear End-Left Turn</div> <div style="border: 1px solid black; padding: 2px;">7. Rear End-Right Turn</div> <div style="border: 1px solid black; padding: 2px;">8. Sideswipe-Same Direction</div> <div style="border: 1px solid black; padding: 2px;">9. Sideswipe-Opposite Direction</div> <div style="border: 1px solid black; padding: 2px;">10. Other/Unknown</div> </div> | <p style="text-align: center;"><b>Special Vehicles</b></p> <table style="width: 100%; font-size: x-small;"> <tr> <td>1 Police</td> <td>4 Ambulance</td> </tr> <tr> <td>2 Fire</td> <td>5 Farm equipment</td> </tr> <tr> <td>3 Bus</td> <td>6 Construction/maintenance equip.</td> </tr> </table>  | 1 Police   | 4 Ambulance   | 2 Fire  | 5 Farm equipment | 3 Bus | 6 Construction/maintenance equip. | <p style="text-align: center;"><b>Vehicle Use</b></p> <table style="width: 100%; font-size: x-small;"> <tr><td>1 Private</td></tr> <tr><td>2 Commercial</td></tr> <tr><td>3 In pursuit/emergency</td></tr> <tr><td>4 Farm</td></tr> <tr><td>5 School/education</td></tr> <tr><td>6 Club/church (all Y-plates)</td></tr> <tr><td>7 Military</td></tr> <tr><td>8 Other government</td></tr> <tr><td>9 Utility (gas, cable, etc.)</td></tr> <tr><td>10 Road construction/road maintenance</td></tr> <tr><td>11 Other</td></tr> </table> | 1 Private | 2 Commercial | 3 In pursuit/emergency   | 4 Farm  | 5 School/education   | 6 Club/church (all Y-plates)  | 7 Military   | 8 Other government   | 9 Utility (gas, cable, etc.) | 10 Road construction/road maintenance | 11 Other |  |
| 1 Police  | 4 Ambulance   |  |   |   |                  |       |                                   |  |           |              |  |   |  |   |  |  |                              |                                       |          |  |
| 2 Fire  | 5 Farm equipment  |  |   |   |                  |       |                                   |  |           |              |  |   |  |   |  |  |                              |                                       |          |  |
| 3 Bus   | 6 Construction/maintenance equip.   |  |   |   |                  |       |                                   |  |           |              |  |   |  |   |  |  |                              |                                       |          |  |
| 1 Private   |   |  |   |   |                  |       |                                   |  |           |              |  |   |  |   |  |  |                              |                                       |          |  |
| 2 Commercial  |   |  |   |   |                  |       |                                   |  |           |              |  |   |  |   |  |  |                              |                                       |          |  |
| 3 In pursuit/emergency  |   |  |   |   |                  |       |                                   |  |           |              |  |   |  |   |  |  |                              |                                       |          |  |
| 4 Farm  |   |  |   |   |                  |       |                                   |  |           |              |  |   |  |   |  |  |                              |                                       |          |  |
| 5 School/education  |   |  |   |   |                  |       |                                   |  |           |              |  |   |  |   |  |  |                              |                                       |          |  |
| 6 Club/church (all Y-plates)  |   |  |   |   |                  |       |                                   |  |           |              |  |   |  |   |  |  |                              |                                       |          |  |
| 7 Military  |   |  |   |   |                  |       |                                   |  |           |              |  |   |  |   |  |  |                              |                                       |          |  |
| 8 Other government  |   |  |   |   |                  |       |                                   |  |           |              |  |   |  |   |  |  |                              |                                       |          |  |
| 9 Utility (gas, cable, etc.)  |   |  |   |   |                  |       |                                   |  |           |              |  |   |  |   |  |  |                              |                                       |          |  |
| 10 Road construction/road maintenance   |   |  |   |   |                  |       |                                   |  |           |              |  |   |  |   |  |  |                              |                                       |          |  |
| 11 Other  |   |  |   |   |                  |       |                                   |  |           |              |  |   |  |   |  |  |                              |                                       |          |  |
| <p style="text-align: center;"><b>Area</b></p> <p><b>Freeway</b></p> <ul style="list-style-type: none"> <li>01 Entrance/exit ramp related</li> <li>02 Median crossing related</li> <li>03 Transition area*</li> <li>04 Rest area related</li> <li>05 Scale/weight station related</li> <li>06 All other freeway areas</li> </ul> <p><b>Intersection</b></p> <ul style="list-style-type: none"> <li>07 Within intersection</li> <li>08 Intersection driveway related (within 150 feet of intersection)</li> <li>09 Intersection related-other</li> </ul> <p><b>Other Non-Freeway Areas</b></p> <ul style="list-style-type: none"> <li>10 Straight roadway Not related to other selections</li> <li>11 Curved roadway Not related to other selections</li> <li>12 Driveway related</li> <li>13 Parking related (legal roadside)</li> <li>14 Transition area*</li> <li>15 Median crossing related</li> <li>16 Rail crossing related</li> <li>17 Rest area related</li> <li>18 Scale/weight station related</li> <li>19 Non-traffic area</li> <li>20 Other</li> <li>21 Unknown</li> </ul> <p style="font-size: x-small;">*Increase/decrease in the number of travel</p>   | <p style="text-align: center;"><b>Position</b></p> <p style="font-size: x-small;">B Bicycle<br/>P Pedestrian<br/>E Engineer (railroad/train)</p> <p style="text-align: center; font-size: x-small;"><b>1-9 Vehicle Interior</b><br/>See Representation Below</p> <div style="text-align: center; border: 1px solid black; padding: 5px; width: fit-content; margin: 0 auto;"> <table style="border-collapse: collapse; text-align: center;"> <tr><td style="border: 1px solid black; padding: 2px;">3</td><td style="border: 1px solid black; padding: 2px;">6</td><td style="border: 1px solid black; padding: 2px;">9</td></tr> <tr><td style="border: 1px solid black; padding: 2px;">2</td><td style="border: 1px solid black; padding: 2px;">5</td><td style="border: 1px solid black; padding: 2px;">8</td></tr> <tr><td style="border: 1px solid black; padding: 2px;">1</td><td style="border: 1px solid black; padding: 2px;">4</td><td style="border: 1px solid black; padding: 2px;">7</td></tr> </table> </div> | 3  | 6   | 9   | 2                | 5     | 8                                 | 1  | 4         | 7            | <p style="text-align: center;"><b>Unit Type</b></p> <p style="font-size: x-small;">MV Motor Vehicle<br/>B Bicyclist (all pedalcyclists)<br/>P Pedestrian<br/>E Engineer (railroad/train)</p> | <p style="text-align: center;"><b>Restrait Use</b></p> <ul style="list-style-type: none"> <li>01 No belts available</li> <li>02 Shoulder belt used only</li> <li>03 Lap belt only used</li> <li>04 Shoulder &amp; lap belt used</li> <li>05 No belt used</li> <li>06 Child restraint used</li> <li>07 Child restraint not used, not available or improper</li> <li>08 Restraint failure</li> <li>09 Restraint use unknown</li> <li>10 Helmet worn</li> <li>11 Helmet not worn</li> <li>12 Helmet use unknown</li> </ul> | <p style="text-align: center;"><b>Code of Injury</b></p> <p style="font-size: x-small;"><b>K – Fatal Injury</b> Any injury which results in death.<br/><b>A – Incapacitating Injury</b> Any injury other than fatal which prevents normal activities and generally requires hospitalization.<br/><b>B – Non-incapacity Injury</b> Any injury not incapacitating but evident to others at the scene.<br/><b>C – Possible Injury</b> No visible injury but complaint of pain or momentary unconsciousness.<br/><b>O – No Injury</b> No indication of injury.</p> | <p style="text-align: center;"><b>Driver Action</b></p> <ul style="list-style-type: none"> <li>01 Going straight ahead</li> <li>02 Turning left</li> <li>03 Turning right</li> <li>04 Stopped on roadway</li> <li>05 Involved in prior crash at same location</li> <li>06 Changing lanes</li> <li>07 Backing</li> <li>08 Slowing/stopping on roadway</li> <li>09 Slowing/stopping other area</li> <li>10 Starting up on roadway</li> <li>11 Starting up other area</li> <li>12 Entering parking</li> <li>13 Leaving parking</li> <li>14 Entering roadway</li> <li>15 Leaving roadway</li> <li>16 Making U-turn</li> <li>17 Overtaking or passing</li> <li>18 Avoiding object</li> <li>19 Avoiding pedestrian</li> <li>20 Avoiding vehicle (front/back)</li> <li>21 Avoiding vehicle (angle)</li> <li>22 Driverless moving</li> <li>23 Parked</li> <li>35 Other</li> <li>36 Unknown</li> <li>37 Avoiding animal</li> </ul> | <p style="text-align: center;"><b>Private Trailer Type</b></p> <ul style="list-style-type: none"> <li>1 Utility</li> <li>2 Travel trailer</li> <li>3 Boat trailer</li> <li>4 Farm equipment</li> <li>5 Towed auto</li> <li>6 Recreation double</li> <li>7 Other</li> </ul> | <p style="text-align: center;"><b>Sequence of Events/ Most Harmful Events</b></p> <p><b>Non-Collision</b></p> <ul style="list-style-type: none"> <li>01 Loss of control</li> <li>02 Cross centerline/median</li> <li>03 Ran off roadway-left</li> <li>04 Ran off roadway-right</li> <li>05 Re-enter roadway</li> <li>06 Overturn</li> <li>07 Separation of units</li> <li>08 Fire/explosion</li> <li>09 Immersion</li> <li>10 Jackknife</li> <li>11 Downhill runaway</li> <li>12 Cargo loss/shift</li> <li>13 Individual fell from vehicle</li> <li>14 Other non collision</li> </ul> <p><b>Had a Collision With Non-Fixed Object</b></p> <ul style="list-style-type: none"> <li>15 Pedestrian</li> <li>16 Bicyclist</li> <li>17 Motor vehicle in transport*</li> <li>18 Parked motor vehicle</li> <li>19 Engineer (railroad/train)</li> <li>20 Animal</li> <li>21 Other non-fixed object</li> </ul> <p><b>Fixed Object</b></p> <ul style="list-style-type: none"> <li>22 Bridge/pier/abutment</li> <li>23 Bridge parapet end</li> <li>24 Bridge rail</li> <li>25 Guardrail face</li> <li>26 Guardrail end</li> <li>27 Median barrier</li> <li>28 Highway traffic sign post</li> <li>29 Highway signal post</li> <li>30 Luminaire/light support</li> <li>31 Utility pole</li> <li>32 Other pole</li> <li>33 Culvert</li> <li>34 Curb</li> <li>35 Ditch</li> <li>36 Embankment</li> <li>37 Fence</li> <li>38 Mailbox</li> <li>39 Tree</li> <li>40 Railroad crossing signal</li> <li>41 Building</li> <li>42 Traffic island</li> <li>43 Fire hydrant</li> <li>44 Impact attenuator</li> <li>45 Other fixed object</li> </ul> <p style="font-size: x-small;">*In transport means a motor vehicle in motion or on a roadway.</p> |                              |                                       |          |  |
| 3   | 6   | 9  |   |   |                  |       |                                   |  |           |              |  |   |  |   |  |  |                              |                                       |          |  |
| 2   | 5   | 8  |   |   |                  |       |                                   |  |           |              |  |   |  |   |  |  |                              |                                       |          |  |
| 1   | 4   | 7  |   |   |                  |       |                                   |  |           |              |  |   |  |   |  |  |                              |                                       |          |  |
| <p style="text-align: center;"><b>Access Control</b></p> <ul style="list-style-type: none"> <li>01 No access control (unlimited access)</li> <li>02 Full access control (ramp entry &amp; exit only)</li> <li>03 Other (partial access control)</li> </ul>  | <p style="text-align: center;"><b>Driver Condition</b></p> <ul style="list-style-type: none"> <li>01 Appeared normal</li> <li>02 Had been drinking</li> <li>03 Illegal drug use</li> <li>04 Sick</li> <li>05 Fatigue</li> <li>06 Asleep</li> <li>07 Medication</li> <li>08 Driver Distracted</li> <li>09 Driver Using Cellular Phone</li> <li>99 Unknown</li> </ul>   | <p style="text-align: center;"><b>Pedestrian Action</b></p> <ul style="list-style-type: none"> <li>24 Crossing at intersection</li> <li>25 Crossing not at intersection</li> <li>26 Getting on/off vehicle</li> <li>27 In roadway with traffic</li> <li>28 In roadway against traffic</li> <li>29 Standing/lying on roadway</li> <li>30 Pushing/working on vehicle</li> <li>31 Other working in roadway</li> <li>32 Playing in roadway</li> <li>33 In roadway other reason</li> <li>34 Not in roadway</li> <li>35 Other</li> <li>36 Unknown</li> </ul> | <p style="text-align: center;"><b>Trafficway</b></p> <ul style="list-style-type: none"> <li>01 Not physically divided (2-way trafficway)</li> <li>02 Divided highway, median strip, without traffic barrier</li> <li>03 Divided highway, median strip, with traffic barrier</li> <li>04 One-way trafficway</li> </ul> | <p style="text-align: center;"><b>Hazardous Action</b></p> <ul style="list-style-type: none"> <li>00 None</li> <li>01 Speed too fast</li> <li>02 Speed too slow</li> <li>03 Failed to yield</li> <li>04 Disregard traffic control</li> <li>05 Drove wrong way</li> <li>06 Drove left of center</li> <li>07 Improper passing</li> <li>08 Improper lane use</li> <li>09 Improper turn</li> <li>10 Improper/no signal</li> <li>11 Improper backing</li> <li>12 Unable to stop in assured clear distance</li> <li>13 Other</li> <li>14 Unknown</li> <li>15 Reckless driving</li> <li>16 Careless/negligent driving</li> </ul> |                  |       |                                   |  |           |              |  |   |  |   |  |  |                              |                                       |          |  |

# Quick Reference

## UD-10 Help Sheet (Back)

### Commercial Motor Vehicle Categories

The vehicle type will be in Group "A", Group "B", Group "C" or Other.

**GROUP "A"** is any combination of vehicles with a gross combination weight rating (GCWR) of 26,001 pounds or more, provided the gross vehicle weight rating (GVWR) of the vehicle(s) being towed is in excess of 10,000 pounds GVWR.



#### Vehicle Type

| Code | Definition  |
|------|---|
| AA   | = Group A vehicle                                 |
| AH   | = Group A vehicle, Hazardous                      |
| AN   | = Group A vehicle, Tanks                          |
| AP   | = Group A vehicle, Passenger                      |
| AT   | = Group A vehicle, Double/Triple                  |
| AX   | = Group A vehicle, Tank & Hazardous               |
| AY   | = Group A vehicle, Tank & Double/Triple           |
| AZ   | = Group A vehicle, Hazardous, Double/Triple       |
| AL   | = Group A vehicle, Hazardous, Tank, Double/Triple |

**GROUP "B"** is any single vehicle with a GVWR of 26,001 pounds or more or any combination of vehicles with a gross combination weight rating (GCWR) of 26,001 pounds or more, provided the gross vehicle weight rating (GVWR) of the vehicle(s) being towed is not in excess of 10,000 pounds GVWR.



#### Vehicle Type

|    |                              |
|----|------------------------------|
| BB | = Group B vehicle            |
| BH | = Group B vehicle, Hazardous |
| BN | = Group B vehicle, Tank      |
| BP | = Group B vehicle, Passenger |

**GROUP "C"** is any single vehicle with a GVWR of less than 26,001 pounds or a combination of vehicles having a combined GCWR under 26,001 pounds when the vehicle is required to display placards for hazardous material or designed to carry 16 passengers (including driver). Group "C" is also any vehicle carrying 15 or less people (including driver) transporting children to or from school and home on a regular basis for compensation.



#### Vehicle Type

|       |   |
|-------|---|
| CH    | = Group C vehicle, Hazardous                                |
| CP    | = Group C vehicle, Passenger                                |
| CX    | = Group C vehicle, Tank & Hazardous                         |
| CS    | = Group C vehicle, School Bus                               |
| Other | = Small commercial vehicle that does not fit into the other |

**"OTHER"** is any vehicle being used for commercial purposes and does not fall into the categories of Group A, B or C but is over 10,001 pounds and less than 26,001 pounds. Vehicle type must be marked as Truck/Bus, and the Truck/Bus section must be completed. **Within the Truck/Bus section, vehicle type should be marked "Other."**



### Truck/Bus

#### Truck or Bus Definition

The Truck/Bus information box located on the back of the form must be completed for each of these vehicles regardless of whether a CDL is issued. Do not report motor homes or implements of husbandry.

1. A truck or truck/trailer having a Gross Vehicle Weight Rating (GVWR) of more than 10,000 pounds.
2. Any vehicle that displays a hazardous materials placard including automobiles and vans.
3. Any bus or school bus designed or used to transport 9 or more passengers including the driver (this includes courtesy vans and limousines).

#### Cargo Body Type

- |                       |                   |
|-----------------------|-------------------|
| 1. Van (enclosed box) | 5. Concrete mixer |
| 2. Cargo tank         | 6. Auto transport |
| 3. Flatbed/platform   | 7. Garbage/refuse |
| 4. Dump               | 8. Other/unknown  |

#### Type and Axles Per Unit

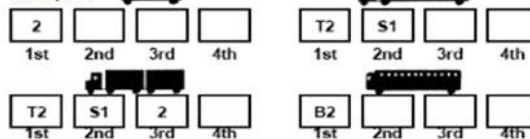
Enter the total number of axles for the truck or bus in the first box. Include the steering axle. There will always be at least two axles. Include axles whether they are on the ground or raised. Place the letter "T" before the number of axles if the truck is a truck tractor (equipped with a fifth wheel for towing, semi-trailer and there is no cargo body mounted on the truck.)

Next, enter the total number of axles for each trailer by entering one trailer per box. Place an "S" before the number of axles if the trailer is a semi-trailer which is designated when a portion of the load is supported by the towing unit.

NOTE: a Bus (commercial or school) is designated by the number of seats in the vehicle (including the driver's) and will not list the number of axles. Use the following rules:

1. Mark Truck/Bus in Vehicle Type in the Unit section and mark appropriate vehicle type in the Truck/Bus section.
2. For Type and Axles:
  - a. Enter B1 in the first box if a bus has seating of 9 to 15 including driver
  - b. Enter B2 in the first box if a bus has seating 16+

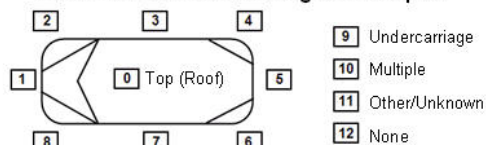
#### Examples



#### Vehicle Type

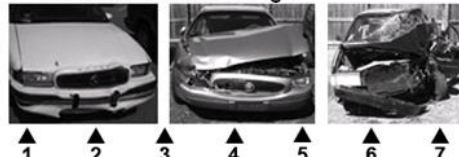
|    |                                   |           |  |
|----|-----------------------------------|-----------|--|
| PA | = Passenger car & station wagon   | SM        | = Snowmobile   |
| VA | = Van, motor home                 | OR        | = Off road vehicle (ATV type)  |
| PU | = Pickup truck                    | Other     | = Non-registered vehicles (e.g. farm equip., trains, front-end loader)                   |
| ST | = Small truck (under 10,000 lbs.) | Truck Bus | = Complete the Truck/Bus Section (includes medium trucks, limousines, and courtesy vans) |
| CY | = Cycle                           |           |  |
| MO | = Moped                           |           |  |
| GC | = Go-cart                         |           |  |

#### Location of Greatest Damage/First Impact



#### Extent of Vehicle Damage

For each vehicle, select the degree of severity, "1" being least severe and "7" most severe, with "0" representing no damage. When a vehicle has multiple areas of damage, all damage should be considered.



Questions concerning the UD-10 should be directed to the Traffic Crash Reporting Section at (517) 241-1699.

# **UD-10 Traffic Crash Report Instruction Manual**

## **SECTION 1**

### **Administrative Elements**

**Michigan Department of State Police  
Criminal Justice Information Center  
Traffic Crash Reporting Section**

**January 2014**



# Administrative Elements

The following crash data element numbers coincide with the UD-10 Quick Reference where the data elements are identified by number on the form:

## ORI (Originating Agency Number)



ORI: MI- [ ] [ ] [ ] [ ] [ ] [ ] [ ]

Enter each law enforcement agency's nine character ORI. The first two characters, MI, are preprinted on the form. The remaining seven digits will need to be completed. **Mark one digit per box.**

The first two (2) digits identify the county in which the agency resides. The next three (3) digits identify the agency's jurisdiction number that is assigned by the Michigan State Police, CJIS Field Services Section. The last two (2) digits are normally zeros (00), unless the CJIS Field Services Section has assigned a specific precinct number.

The ORI is a unique identifier for every law enforcement agency. **It is important that it be correct and complete.**



Electronic version will automatically default to your agency's ORI.

## Department Name



Department Name

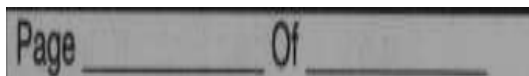
Enter the full name of the law enforcement agency. Do not abbreviate the agency name, although agency type may be abbreviated, e.g., Police Department (**PD**), Sheriff Department (**SD**) and Michigan State Police (**MSP**).

Michigan State Police must identify their non-abbreviated post location. The post number may be listed in addition to the post name.



Electronic version will automatically default to your agency's department name.

## Page Number



Page \_\_\_\_\_ Of \_\_\_\_\_

Since there is the possibility that more than one UD-10 form will be used to report a traffic crash, each form must be numbered in sequence. For example, if five vehicles are involved in a crash, three forms must be completed. The first UD-10 form would be numbered Page 1 of 3, the second UD-10 form, Page 2 of 3, and the third UD-10 form, Page 3 of 3. If only one form is used, it would be numbered page 1 of 1. See Serial Override Number, to add additional pages.



Electronic version will automatically number your pages.

## Incident Number

|            |  |  |  |  |  |  |  |  |  |  |
|------------|--|--|--|--|--|--|--|--|--|--|
| Incident # |  |  |  |  |  |  |  |  |  |  |
|------------|--|--|--|--|--|--|--|--|--|--|

Enter the agency's alpha numeric incident number, not to exceed ten (10) characters.

**Note:** When giving the incident number to parties involved in a crash, the incident number must be identified **exactly** as written on the UD-10(E). Also, do not give out the External Crash ID number.

## File Class

|            |
|------------|
| File Class |
|------------|

Enter the appropriate file class for this crash.

|  |
|--|
| 54001 – Hit & Run Motor Vehicle Accident<br>54002 – Operating Under Influence of Liquor or Drugs<br>93001 – Accident, Traffic<br>93002 – Accident, Non-Traffic |
|--|

## Disposition

|   |
|---|
| Incident Disposition                                    |
| <input type="radio"/> Open <input type="radio"/> Closed |

This box is used for local investigative purposes. Select the appropriate status of the crash investigation at the time of submittal. Do not hold the UD-10 form pending closure. If the only change to the report is closing the disposition, do not submit a corrected copy.



**This is a required field. You must select open or closed.**

## Reviewer

|          |
|----------|
| Reviewer |
|----------|

The person reviewing the report at a supervisory level will enter initials or other identifier.

## Crash Date

|            |     |    |      |    |  |
|------------|-----|----|------|----|--|
| Crash Date |     |    |      |    |  |
| Month      | Day |    | Year |    |  |
| MM         | DD  | YY | YY   | YY |  |

Enter the date the crash occurred in the boxes. A future date is not valid.

If the date is unknown and cannot be reasonably estimated, use the date the crash was reported by the complainant.

## Crash Date – Cont.

A valid date is necessary to update records of each involved driver. If a crash report is submitted with an incorrect date, the original report must be deleted and a new report submitted. There **must** be a total of eight digits.

Must be in mm/dd/yyyy format. The crash date can not be greater than the reported date.

## Crash Time

A screenshot of a form field labeled "Crash Time Military". The field contains four boxes, each with a letter: "H", "H", "M", "M".

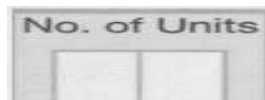
Enter the military time at which the crash occurred. **All military time must include four digits. Mark one digit per box.**

**If time occurred is unknown, enter 9999.**

Midnight is entered as 0000, and noon as 1200.

From 1:00 PM on, simply add 12 to the hour to get the military time. For example, 1:00 PM equals 1300 (1:00 + 12:00 = 13:00), 2:25 PM equals 1425 (2:25 + 12:00 = 1425), and 10:05 PM equals 2205 (10:05 + 12:00= 22:05).

## Number of Units

A screenshot of a form field labeled "No. of Units". The field contains two empty boxes.

Enter the total number of units (Motor Vehicles, Pedestrians, Bicycles and Engineers [railroad/train]) that were physically involved, up to a maximum of nine. Each unit counted in a crash **must** have a separate unit section completed. **Mark one digit with a leading zero e.g., 01-09.**



Up to 99 units can be entered for one crash.

Example: A crash involving a car that strikes two pedestrians would be listed as **three** units.

Example: All persons riding in an Amish buggy are considered pedestrians.

Example: All of the following would be crashes involving **two** units:

- car-train
- car-moped
- car-pedestrian
- car-snowmobile
- car-bicycle
- car-farm tractor
- car-snowplow

Example: A police officer used the push-bumper of the patrol car to push a disabled vehicle, Unit 1. The "operator" of Unit 1 hit another car, Unit 2. This would be a **two** unit crash. The police officer would be listed as the Driver of Unit 1 and the disabled vehicle would be listed as a

## Number of Units – Cont.

trailer. Even though the “operator” of Unit 1 may have steered into Unit 2, the police officer driving the patrol car is listed as the Driver of Unit 1 because the patrol car was supplying the power.

Example: A car/animal crash or car/tree crash would involve only **one** unit because an animal or tree is not a Motor Vehicle, Bicycle, Pedestrian or Engineer (railroad//train).

**Note:** Do not include non-contact vehicles in the total number of units. Non-contact units can be described in the Crash Diagram and Remarks. **Do not include personal information.**

Example: If one car forces another off the road and into a collision with another object, this would be a **one** unit crash.

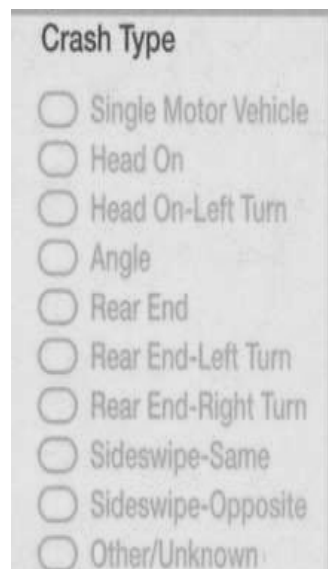
**Note:** If one vehicle sets an object in motion; such as a stone, piece of metal, loose tire or other debris that damages another vehicle, this would be a **two** unit crash. There may be very little or no information about the vehicle that initially set the object in motion. Even though there was not direct contact between the vehicles, an object was set in motion that made contact and caused damage. Further explain such occurrences in the Crash Diagram and Remarks.

### **More than 9 Units (Applies to paper only)**

If a crash involves more than nine units, the same incident number may be used. Record any additional units as a second crash with the same DATE, TIME and LOCATION. The first form of this second crash must be completed in its entirety since it is a “new” crash. Do not enter the UD-10 Serial numbers in the Crash Diagram and Remarks, on the reverse side of each form.

Example: A crash involving ten motor vehicles and one pedestrian would have 11 units. For reporting purposes, the units in this crash would be divided into two distinct crashes. Up to nine units could be reported in the first crash with the remainder being reported in the second crash.

## **Crash Type**



Crash Type

- Single Motor Vehicle
- Head On
- Head On-Left Turn
- Angle
- Rear End
- Rear End-Left Turn
- Rear End-Right Turn
- Sideswipe-Same
- Sideswipe-Opposite
- Other/Unknown

Choose **only one** crash type that best identifies the crash. In a multi-impact crash only the first crash type will be coded.

## **Crash Type – Cont.**

### **Determine Crash Type:**

Crash Type is based on the direction of travel, regardless of point(s) of impact or direction vehicles ultimately face after crash. Damage area on the vehicle alone does not determine crash type.

Example: Two motor vehicles are approaching each other and one vehicle loses control and starts to spin. The rear of the out of control vehicle impacts the front of the other vehicle. This would be considered a "Head On" crash because the intended direction of travel of both vehicles was toward each other.

The following definitions will be applied to Crash Types. Except for "Single Motor Vehicle," the selection will be based on the first impact of the first two motor vehicles involved in the crash. Crash types of head-on, angle, rear-end, sideswipe same or sideswipe other, can include one "parked" vehicle.

#### 1. **Single Motor Vehicle:**

A crash that involves only one motor vehicle as defined in this manual. This includes those cases, in which a motor vehicle was the only traffic unit, and the only motor vehicle involved that collided with a bicyclist, pedestrian, engineer (railroad train), animal or any other non-motorized object.

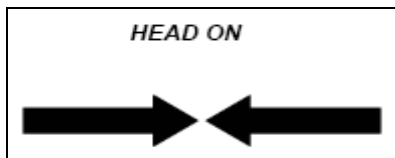
Any motorized vehicle or device is considered a "motor vehicle" even though the vehicle or device may not be defined as a motor vehicle in the Michigan Motor Vehicle Code or other applicable legislation. In that manner, traffic units such as ORV's, snowmobiles, ATV's, mopeds, farm tractors, garden tractors and motorized wheelchairs are motor vehicles for the purposes of completing this form. Please see Unit Type for a complete description of motorized vehicles.

Examples of Single Motor Vehicle crashes:

- One motor vehicle and two pedestrians
- One motor vehicle and a railroad train
- One motor vehicle and a bicycle
- While in transport, a wheel on a vehicle caught fire. If a fire occurs in or on any part of a vehicle while in transport on a roadway resulting in death, injury or property damage of \$1,000 or more.

Note: For the above listed examples, a UD-10(E) would be completed listing the crash as a "Single Motor Vehicle" crash. These types of occurrences are defined as non-collision crashes which are any road vehicle crash other than a collision crash.

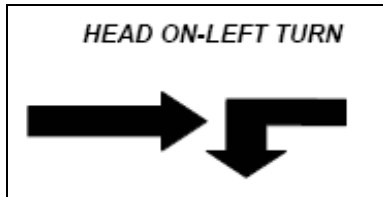
#### 2. **Head On:**



The direction of travel of both vehicles must be toward each other. The direction that the vehicles are facing when they come to rest or the points of impact on the vehicles are not the determining factors.

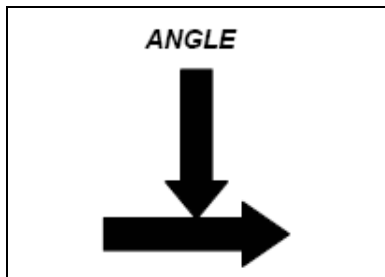
## Crash Type – Cont.

### 3. Head On-Left Turn:



When two vehicles are approaching head on and at least one is attempting a left turn.

### 4. Angle:

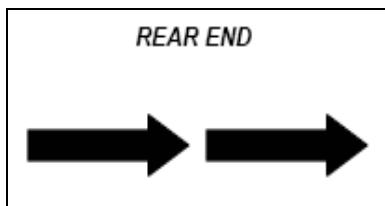


This will be selected when the direction of travel is basically perpendicular for both drivers and there is a side impact of approximately 90 degrees.

An angle crash is a more direct impact and may stop the forward movement of one vehicle.

**Do not** select Angle if the side impact takes place during a Head On-Left Turn, Rear End-Left Turn, or Rear End-Right Turn.

### 5. Rear End:

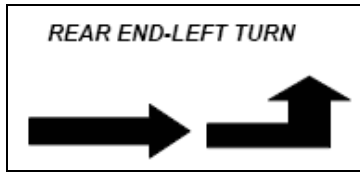


When the vehicles are traveling in the same direction, one behind the other, and no turn is involved. Area of damage on the vehicles is not the determining factor.

Note: Any crash involving a vehicle backing up into another vehicle is not considered a rear end crash. This type of crash would be considered as Other/Unknown.

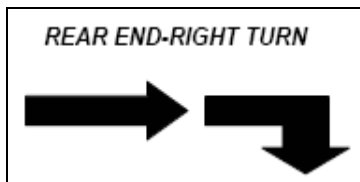
## Crash Type – Cont.

### 6. Rear End-Left Turn:



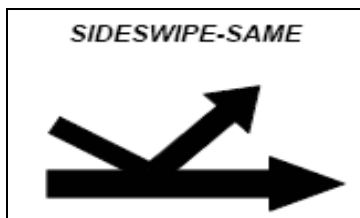
When the intention of one driver was to make a left turn and he was struck by a following vehicle not necessarily in the same lane, Rear End-Left Turn will be marked. Initial impact damage to the turning vehicle may not necessarily be to the rear end.

### 7. Rear End-Right Turn:



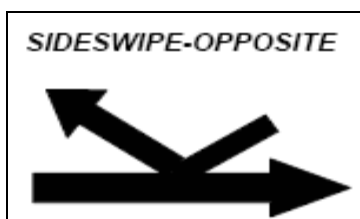
Same as Rear End-Left Turn (6) except involving right turns.

### 8. Sideswipe-Same:



Vehicles traveling in the same direction making side contact will be Sideswipe Same. If a vehicle spins out of control and makes contact with another vehicle traveling in the same direction Sideswipe Same will still be selected regardless of points of contact on the vehicles. Sideswipe crashes differ from Angle crashes in that a Sideswipe is a glancing impact and should not in itself stop the forward movement of the vehicle. (An angle crash is a more direct impact and may stop the forward movement of one vehicle.)

### 9. Sideswipe-Opposite:



This will be selected when vehicles are traveling in opposite directions and they make a glancing side impact. Instructions for #8 also apply to this selection.

## Crash Type – Cont.

### 10. Other/Unknown:

This will be selected if it is determined the crash does not fit in one of the first nine selections.

Example: The only motor vehicle involved in a crash, runs off the road and overturns. This crash type would be selected as a “Single Motor Vehicle.”

Example: A car striking any of the following, on or adjacent to the roadway, would be selected as a “Single Motor Vehicle” crash type because none of the objects struck is a motor vehicle:

- Pedestrian
- Bicyclist
- Engineer (railroad/train)

Any crash involving two or more motor vehicles will require a Crash Type of 2 through 10, depending upon the profile of the collision.

Example: A car is stopped waiting to make a left turn and is struck in the rear by another car. **Rear End-Left Turn** will be selected.

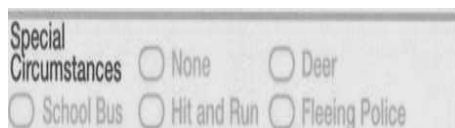
Example: A car proceeding straight through an intersection collides with an oncoming snowmobile that suddenly makes a left turn. **Head On-Left Turn** will be selected because of the type of crash and because, for UD-10 traffic crash reporting purposes, the snowmobile is considered a motor vehicle.

Example: A car rear-ends an ATV. Both are headed straight ahead at impact. **Rear End** will be selected since the ATV is considered to be a motor vehicle. The same code would be used if any other type of motorized vehicle was struck (e.g., car, farm tractor, snowmobile, etc.).

If multiple impacts are involved, only the first impact will determine the crash type.

Example: An oncoming truck sideswipes a car. The car then proceeds into a head-on crash with an oncoming vehicle. Because the first impact involved a sideswipe with an oncoming vehicle, **sideswipe-opposite** will be selected.

## Special Circumstances



Special Circumstances  None  Deer  
 School Bus  Hit and Run  Fleeing Police

Indicate special circumstances that were in any way involved or associated in the crash. **At least one selection must be made. More than one may be selected if circumstances warrant.**

### **None**

No special circumstances exist. If None is selected, no other selections can be made.

### **Deer**

If a deer is a contributing factor in a crash, select Deer. **Do not select deer if any other animal is struck other than a deer.**



## Special Circumstances – Cont.

Example: A driver swerves to miss a deer, loses control and collides with an oncoming vehicle. This is a deer associated crash, select Deer.

### **School Bus**

School bus shall be selected in situations where a school bus is related to the crash in any way. This includes situations where the school bus was a contact vehicle or where other units crashed due to the presence and influence of a school bus, even though the bus itself was not a contact unit.

Example: A school bus is hit by another vehicle. The school bus is actually involved in the crash, select School Bus.

Example: An automobile that has stopped for a school bus is struck by another vehicle. The school bus was not involved in this crash but was associated with it, select School Bus.

Example: A school bus has stopped. While a student is crossing the road, a driver disregards the bus's flashing lights and hits the student. The bus was associated with the incident but not involved, select School Bus.

### **Hit & Run**

If the crash was a hit and run, select Hit and Run.

### **Fleeing Police**

If a police pursuit situation causes other vehicles to crash, select Fleeing Police.

Example: A patrol car collides with a vehicle it is pursuing, select Fleeing Police.

Example: A patrol car is in pursuit of a car that disregards a red traffic signal and collides with another car, select Fleeing Police.

Example: A patrol car is pursuing Car 1. Car 1's erratic driving causes two other vehicles to collide, but Car 1 is not a contact vehicle in that crash, nor is the patrol car, select Fleeing Police.

Example: A vehicle being pursued by police collides with a school bus, select School Bus and Fleeing Police.

**If no special circumstances exist, you must select None.**

## Special Study

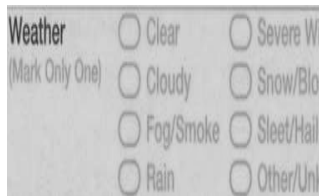


The Special Study box allows both state and local officials to highlight specific crash situations for statistical studies. Personnel will receive instructions from the agency if a special study is implemented. Otherwise, leave blank. Contact the Michigan State Police – Traffic Crash Reporting Section prior to implementing a local study.



**A yes or no choice is required.**

## Weather



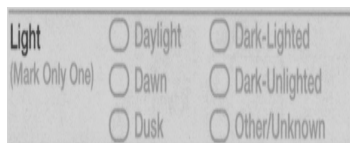
Weather (Mark Only One)

|                                 |                                  |
|---------------------------------|----------------------------------|
| <input type="radio"/> Clear     | <input type="radio"/> Severe W   |
| <input type="radio"/> Cloudy    | <input type="radio"/> Snow/Blo   |
| <input type="radio"/> Fog/Smoke | <input type="radio"/> Sleet/Hail |
| <input type="radio"/> Rain      | <input type="radio"/> Other/Un   |

Indicate the **one most significant** weather condition at the time of the crash. If there are multiple weather factors, only the **most** significant factor must be indicated.

Other factors may be noted in the Crash Diagram and Remarks, Data Element 75.

## Light



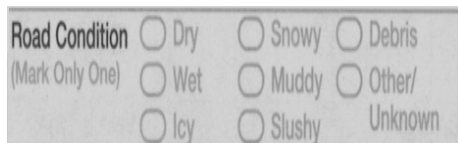
Light (Mark Only One)

|                                |                                      |
|--------------------------------|--------------------------------------|
| <input type="radio"/> Daylight | <input type="radio"/> Dark-Lighted   |
| <input type="radio"/> Dawn     | <input type="radio"/> Dark-Unlighted |
| <input type="radio"/> Dusk     | <input type="radio"/> Other/Unknown  |

Indicate the **one most significant** light condition at the time of the crash. If there are multiple light factors only the **most** significant factor must be indicated.

Other factors may be noted in the Crash Diagram and Remarks, Data Element 75.

## Road Condition

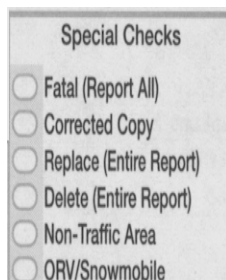


Road Condition (Mark Only One)

|                           |                              |                                     |
|---------------------------|------------------------------|-------------------------------------|
| <input type="radio"/> Dry | <input type="radio"/> Snowy  | <input type="radio"/> Debris        |
| <input type="radio"/> Wet | <input type="radio"/> Muddy  | <input type="radio"/> Other/Unknown |
| <input type="radio"/> Icy | <input type="radio"/> Slushy |                                     |

Indicate the **one most significant** condition that applies to the crash. Other conditions may be described in the Crash Diagram and Remarks.

## Special Checks



Special Checks

- Fatal (Report All)
- Corrected Copy
- Replace (Entire Report)
- Delete (Entire Report)
- Non-Traffic Area
- ORV/Snowmobile

**More than one bubble can be filled in.**

### **FATAL**

Select fatal when a fatality is known to have occurred as of the date the report is submitted. When Fatal is selected, be sure to also select the Injury code 'K' for the appropriate person.

## Special Checks – Cont.

If a person dies after the report has been submitted, a Corrected Copy **must** be submitted. The Fatal bubble would be marked on the corrected form. **Be sure to fill in the Fatal bubble and the Corrected Copy bubble and write the original serial number in the override box.** See guidelines on submitting a Corrected Copy.



If a person dies after the report has been submitted, correct the Injury code and select Fatal under Special Checks and resubmit report as a Replace.

Select Fatal whenever any person listed on a UD-10(E) dies. Those deaths are reported to Special Operations via LEIN and the injury code should reflect a 'K.' Fatalities will fall within four categories:

1. **NORMAL Fatalities:** These are deaths that occur within 30 days of a crash as the result of injuries received in that crash. Should the death occur after the UD-10 has been submitted, but within the 30-day time frame, a Corrected Copy must be forwarded for the death to be counted statistically.



Should the death occur after the UD-10E has been submitted, but within the 30-day time frame, the electronic UD-10E must be corrected and resubmitted as a Replace.

2. **NON-COUNT Fatalities:** Unlike Normal Fatalities, these deaths are not counted statistically because the person expired more than 30 days after the crash date. Upon submission of the UD-10 by the policing agency (with the appropriate FATAL and Injury code 'K' marked), FARS Unit personnel will process the information they require and will then remove the FATAL bubble and change the 'K' to an 'A' Injury code. The UD-10(E) will be processed as an injury crash.



Notify the FARS personnel by contacting them at (517) 241-1699 if a death occurs after 30 days.

3. **MEDICAL Fatalities:** When a person dies from medical causes not related to the crash the death is not statistically counted as a traffic fatality. Upon receipt of the UD-10(E) with the appropriate FATAL and Injury code 'K' marked by the policing agency, FARS Unit personnel will change the 'K' to an 'O' Injury code before the report is processed, upon verification by the agency or a death certificate.
4. **NON-TRAFFIC Fatalities:** Are those that occur in or on areas not publicly maintained and/or open to the public for thru traffic; i.e., parking lots, fields, lake surfaces, etc.

Fatalities deemed Non-Traffic are not compiled with the Normal Fatalities, but the data is utilized by the Department of State concerning driver records, the Department of Community Health concerning death certificates, and the Department of Natural Resources concerning activities and tourism.

Non-traffic snowmobile and ORV crashes are required by state law to be submitted and compiled. Non-traffic fatalities are used simply as a name list for queries and to make sure driver records are cleared; they are not processed for statistics.

**BUS or TRAIN Fatalities:** If you are reporting a FATAL bus or train crash you only have to include all injured passengers and the driver. This is the only time you would exclude uninjured persons in a fatal crash.

## Special Checks – Cont.

### **CORRECTED COPY (A change to a paper form previously submitted)**



This is not an option for electronic submission.

Select Corrected Copy to submit a change to a crash form **previously submitted** to the Michigan State Police. The corrected copy requires certain information in addition to the content item(s) being changed or added. The following items **must** be submitted on all corrected copies submitted:

#### Required Data Elements for a Corrected Copy

- Agency ORI
- Department Name
- Original Incident Number
- Crash Date (previously submitted)
- Number of Units
- Special Checks (Corrected Copy)
- County
- City/Township
- Unit Number
- The preprinted serial number of the original traffic crash report being corrected. See Serial Override Number.

**Do not write over, cross out or white-out the pre-printed serial number.**

When using the Corrected Copy option, start by filling in the Corrected Copy bubble under Special Checks at the top of the front page. Mark the appropriate Unit Number needing the correction. **Start on the front page, even if it is Unit 2-9.**

If changes are being made to an area that does not relate to a unit number, a '1' must be placed in the unit number box. This allows a link of information between the corrected copy and the original.

Example: Crash Type is being changed from Other/Unknown to Head On. The Unit Number 1 must still be filled in.

***No correction will be made, if the Unit Number field is not completed.***

Note: Units or passengers **cannot** be added or deleted via the corrected copy process. Use the **Replace** process for this type of change.

**In order to change the date of a crash previously reported, first delete the original crash and then submit a new UD-10 crash form.**

### **REPLACE (Replace an entire report previously submitted)**

When changing the number of units, identity of a driver, the passengers or crash date, a new report must be submitted.

If an investigation of a crash reveals a major change in the circumstances known to have occurred in that crash, resubmit an entire rewritten report to supersede the initial report submitted. The completely rewritten report must include the preprinted serial number of the

## Special Checks – Cont.

traffic crash report being replaced in the override serial # box. See Serial Override Number. **The entire report must be replaced. A single page of a report cannot be replaced.**

Example: The investigation reveals the number of units reported was inaccurate on a previously submitted crash report. To correct the number of units, replace the original UD-10(E) crash report with a rewritten, updated report.

Example: In a previously submitted report, John Jones was listed as the driver of a vehicle. Later, he is determined to have been a passenger instead. This change will require a replace of the original UD-10(E) crash report because the driver information is changing.

**Paper UD-10's have three items that tie that particular incident together: ORI Number, Serial Number and Crash Date. These three elements must be consistently correlated.**



When changing any information including the number of units, the identity of the driver or crash date, make the necessary corrections on the previously filed submission then submit as a replace.

### **DELETE (Delete an entire report from system)**

Select Delete only to delete an **entire** report from the system.

#### **Required Data Elements for a Delete (Paper Only)**

- Agency ORI
- Department Name
- Original Incident Number
- Crash Date (previously submitted)
- Number of Units
- Special Checks (Delete)
- County
- City/Township
- Unit Number
- Preprinted serial number of the previously submitted traffic crash report being deleted. See Serial Override Number.

Example: A previously submitted Hit-Run crash is determined to be a false police report.

Example: A traffic crash proves to be the result of an intentional act; i.e., an assault.

### **NON-TRAFFIC**

**Except for the following situations**, non-traffic crashes are not required to be submitted to the state records system:

1. Non-traffic snowmobile crashes
2. Non-traffic Off Road Vehicle (ORV) crashes
3. Fatal non-traffic crashes

Please remember when submitting the above types of non-traffic crashes, that Area must be marked 19 (Non-traffic Area).

## Special Checks – Cont.

The State of Michigan requires that both traffic crashes and non-traffic crashes involving snowmobiles and ORVs be reported. This requirement applies whenever an ORV or snowmobile is involved in a crash resulting in a fatality, personal injury, or property damage estimated at **\$100 or more**.

There is no state law requiring the reporting of non-traffic crashes, however, the State of Michigan requests that fatal non-traffic crashes be reported via the UD-10(E) Traffic Crash Report and the LEIN Fatal Crash Notification shown in Section 8.

**Remember, more than one selection may be selected in Special Checks.**

Example: A fatal crash occurs in a shopping center parking lot, select Fatal and Non-Traffic.

Example: A snowmobile fatally injures a pedestrian in an off-road collision on private property, select Fatal, Non-Traffic and ORV/Snowmobile.

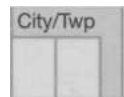
## County

A rectangular input field with the label "County" at the top. The field is divided into two vertical sections, likely for entering a two-digit county code.

Enter the county number in which the crash occurred. See Appendix C for the County/City/Township Code List.

**This is a required field. If not completed properly, the form cannot be processed.**

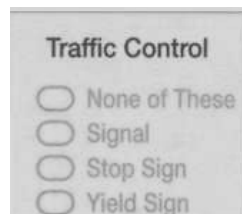
## City/Township

A rectangular input field with the label "City/Twp" at the top. The field is divided into two vertical sections, likely for entering a two-digit city or township code.

Enter the City or Township code for the political jurisdiction in which the crash occurred. See Appendix C for the County/City/Township Code List.

**This is a required field. If not completed properly, the form cannot be processed.**

## Traffic Control

A rectangular form titled "Traffic Control" containing four radio button options: "None of These", "Signal", "Stop Sign", and "Yield Sign".

**FOR ALL CRASHES, select only one bubble. If there was no traffic control present, select "None of These."**

A traffic signal is a 3-light (red-yellow-green) device that alternately assigns right-of-way. Even if the light is in a red-yellow flashing pattern, it is still considered a traffic signal. Mark 1-Signal regardless of whether the traffic signal was operating properly at the time of the crash.

## Traffic Control – Cont.

A 1-light beacon that flashes red or yellow is not considered a traffic signal. A stop or yield sign would accompany this 1-light beacon. Indicate which type of sign is present.

If the crash occurred within 150' of an intersection and the traffic control device was a contributing factor in the crash, indicate which of the traffic control devices was present at the intersection.

Note: If a person is “holding” a sign and officially directing traffic, select the appropriate sign. For example, if a person is holding a stop sign at a school crossing to allow the children to cross the street, select “stop sign.”

Note: An officer using hand signals is not considered a traffic control device. Select “None of These.”

## Relation to Roadway

Relation to Roadway  
(Location of First Impact)

On Road

Median

Shoulder

Outside of Shoulder/Curb

Gore

Other/Unknown

Identify the location of the first impact of the crash in relationship to the roadway. **Choose only one selection.**

### **On Road**

An on-roadway crash is one of two circumstances. Either a collision crash in which the initial point of contact between the colliding units in the first harmful event is within a roadway or a non-collision crash in which the road vehicle involved was partly or entirely on the roadway at the time of the first harmful event.

Example: A crash occurs in the normally traveled area of the roadway, including left turn lanes and right and left turn flares. **Select 1 – On Road.**

Example: A car leaves the thru lane, moves to the right into a parking lane, and strikes a parked car. The parked car is on the road, not on the shoulder. **Select 1 – On Road.**

### **Median**

A median is an area of a trafficway between parallel roads separating travel in opposite directions.

Example: A car drives into the area between the inside left-hand pavement edges of a divided highway striking a bridge abutment. **Select 2 – Median.**

### **Shoulder**

A shoulder is that part of a trafficway adjoining with the roadway for emergency use, for accommodation of stopped road vehicles and for lateral support of the roadway structure.

## Relation to Roadway – Cont.

Example: A car drifts out of the normally traveled lanes, striking a car parked on the shoulder.  
**Select 3 – Shoulder.**

### Outside of Shoulder/Curb

A driver avoids a collision in an intersection by swerving off the road and striking a culvert end.  
**Select 4 – Outside of Shoulder/Curb.**

### Gore

The gore is the narrow area between the main roadway and an exit or entrance ramp where the two completely separate or come together. The area is bounded on both sides by the edges of the roadways that join at the point of divergence or convergence. The direction of traffic must be the same on both sides of these roadways. **See page 2-4 for GORE examples.**

Example: A driver attempts to exit a freeway; however, the car goes off into the gore area and overturns. **Select 5 – Gore.**

## Construction Zone

| Construction Zone (if applicable) <small>(Mark One From Each Group)</small> |                           |   |
|---|---------------------------|---|
| Type  | Lane Closed               | Activity  |
| <input type="radio"/> Const./Maint.   | <input type="radio"/> Yes | <input type="radio"/> On Road                             |
| <input type="radio"/> Utility   | <input type="radio"/> No  | <input type="radio"/> Off Road <input type="radio"/> None |

If the crash took place within a construction zone, indicate the specific type of area by selecting one choice in each of the three categories. **If applicable, all 3 fields must be completed.**

**If a construction zone is NOT present, do NOT complete any of the three fields within this box.**

**In order for the crash to be recorded as a construction zone crash, all three areas must be completed.**

### Type

Construction/Maintenance: Indicates roadway construction, maintenance or repair. The building, maintenance or repair of the road itself and roadway-related features (e.g., overhead signs, signals, etc.).

Utility: Indicates work on facilities other than the roadway such as telephone, electrical, cable television, water, or sewer.

Note: A construction/maintenance zone may or may not be posted as such. If posted, the zone extends from the first “Construction Ahead” warning sign to the final “Construction Ends” sign. If there are no posted warning signs marking the start of the zone, the first or last traffic cone or barricade may be used instead. If a crash occurs outside of the construction zone as a result of backup caused by the construction, do not complete any fields.



## Construction Zone – Cont.

### Lane Closed

Complete if Type has been selected. Indicate whether one or more lanes were closed in the construction zone.

### Activity

Complete if Type and Lane Closed are selected. Indicate whether the construction activity was, (1) on the road, (2) off the road, or (3) no activity was occurring at the time of the crash. If the zone is several miles long, judge whether there was activity in the general area of the crash.

## Area



This section is used to describe the nature of the area in which the crash occurred. The basic distinction is between freeway and non-freeway areas. Select the one option that most clearly describes the nature of the collision area. **Select one digit per box.**

### Freeway Crash – 01 thru 06

- 01 Entrance/exit ramp related
- 02 Median crossing related
- 03 Transition area (increase or decrease in travel lanes)
- 04 Rest area related
- 05 Scale/weigh station related
- 06 All other freeway areas

### Non-Freeway Intersections – 07 thru 09

- 07 Within intersection
- 08 Intersection Driveway related (within 150 feet of nearest edge of intersection)
- 09 Intersection related – other (includes roundabouts)

### Other Non-Freeway Areas – 10 thru 21

- 10 Straight roadway - not related to other selections
- 11 Curved roadway - not related to other selections
- 12 Driveway related (not within 150 feet of intersection)
- 13 Parking related (legal roadside)
- 14 Transition area (increase or decrease in travel lanes)
- 15 Median crossing related
- 16 Railroad grade crossing-related
- 17 Rest area related
- 18 Scale/weigh station related
- 19 Non-traffic area
- 20 Other (includes Michigan left turns)
- 21 Unknown

Example: A collision occurs on a freeway between a vehicle on the freeway and another vehicle attempting to merge into thru traffic from a half-mile long acceleration lane. The crash occurs in an area marked with “Lane Ends” warning signs. **Select 03 – Transition area (increase or decrease in travel lanes).**

## Area – Cont.

Example: A car fails to negotiate a freeway curve, leaves the roadway and overturns down an embankment. It does not occur near an exit ramp, rest area, or weigh station. **Select 06 – All other freeway areas.**

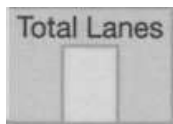
Example: A car exiting a service station driveway collides with a passing vehicle. The driveway is 100 feet from the nearest edge of the intersection. **Select 08 – Driveway related (within 150 feet of nearest edge of intersection).**

Example: A car traveling on a 4-lane road with two through lanes in each direction collides with a car illegally parked in the right lane. If this crash occurred on a freeway, whether the roadway was straight or curved, **Select 06 – All other freeway areas.** If the road is straight and not a freeway, **Select 10 – Straight Roadway.** If the road were curved, **Select 11 – Curved Roadway.** Option 13 – Parking related (legal roadside) would not be marked because the vehicle struck was illegally parked.

Example: On a straight city street near an intersection, a motorist opens his/her driver's door to exit his/her legally parked vehicle. A passing car collides with the open door. The most descriptive code is **13 – Parking-related**, since that is more significant than the roadway being straight or the impact occurring near an intersection.

Example: A fatal car-pedestrian crash takes place in an off-street parking lot. **Select 19 – Non-traffic area.** In this case, also make sure that Non-Traffic Area is marked under Special Checks.

## Total Lanes

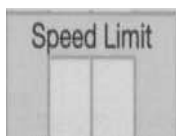


Select the total number of lanes, including flare lanes, curb to curb, or edge of roadway (excluding shoulders) of the roadway which is listed as the crash location.

Count the total number of legal travel lanes. As long as a vehicle can legally operate in a marked lane, the lane will be counted. However, legal parking lanes (whether occupied or not) shall not be counted.

If the crash took place on a divided roadway, indicate the number of lanes available to a single direction of traffic at the point where the first impact of the crash took place. If the crash occurred other than on a roadway, mark "0."

## Speed Limit

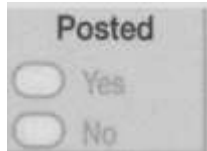


Indicate the speed of the road (NOT the speed of the vehicle) on which the crash took place.

If the crash took place within an intersection, enter the highest speed limit of the roads involved.

Note: Use the posted speed limit of the freeway for all exit/entrance ramp crashes.

## Posted



A screenshot of a form titled "Posted". It contains two radio buttons: the top one is labeled "Yes" and the bottom one is labeled "No".

Indicate whether or not the speed limit was posted.

### Posted Roadways

Posted speed limits are those speed limits posted through the use of regulatory signs (black numbers on a white background) or on electronic variable message signs.

Do not consider advisory speeds as posted speed limits. Advisory speed limits are the black numbers on yellow background signs posted underneath advance warning signs such as Curve Ahead signs. Advisory speeds should be shown in the Crash Diagram and Remarks.

### Unposted Roadways

Do not estimate a safe speed limit based upon Basic Speed Law and the conditions existing at the time and place of the crash. Refer to Michigan Motor Vehicle Code Section 627, re: prima facie speed limits in (unposted) business, residential and park districts for additional information.

Example: A crash occurs on a rural road. There are no posted speed limit signs and the area is not a business, residential, park, or school zone. The roadway is snow-covered at the time of the crash. Select 55 and No in this instance.

## Serial Override Number – (Paper Only)



A screenshot of a form titled "Serial Override Number". It features a horizontal input box divided into five individual digit slots.

Each form is designed to record information pertaining to two units. Each form provides space for two injured passengers or up to four uninjured passengers per unit. If there are more than two units involved in the crash, or more than one Truck/Bus unit, additional forms shall be used.

The use of an additional form makes it necessary to override the preprinted serial number of the additional form(s) being used. Enter the preprinted serial number of the first form in the Serial Override Number box of all additional forms submitted for a particular crash. This will override the preprinted serial number in the lower left corner of each subsequent form.

When using additional pages, certain administrative fields do not need to be repeated. Only the following fields are required for the top portion of additional UD-10 pages: **AGENCY ORI, DEPARTMENT NAME, ORIGINAL INCIDENT NUMBER, CRASH DATE (previously submitted), NUMBER OF UNITS, COUNTY and CITY/TOWNSHIP.**

***Do NOT WHITEOUT, CROSS OUT or make any MARKS on the preprinted UD-10 serial number.***

Example: A five (5) vehicle crash is being reported:

## Serial Override Number – (Paper Only)

**Units 1 and 2** are reported on Form 1811700. This will become “Page 1 of 3” in the upper right corner of the front page of the report.

**Units 3 and 4** are reported on Form 1811701; however, on that form enter 1811700 in the Serial Override Number box. This form is now marked “Page 2 of 3” on the front page of the report.

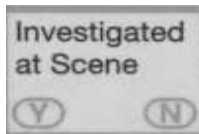
**Unit 5** will be reported on form 1811702; and 1811700 is also entered in the Serial Override Number box of this form. This form becomes “Page 3 of 3.”

All three forms are now considered UD-10 Traffic Crash Form 1811700.

Example: Two commercial vehicles collide. Since each form provides space to record only one commercial vehicle driver and one commercial vehicle, two UD-10 forms for this crash will need to be used. The preprinted serial number of the first form will be entered in the Serial Override Number box of the second form (and all subsequent forms used to report this crash).

In the upper right hand corner of the UD-10, enter “Page 1 of 2” on the first form, and “Page 2 of 2” on the other form.

## Investigated at Scene



A rectangular form field with the text "Investigated at Scene" at the top. Below the text are two radio buttons, one labeled "Y" and one labeled "N".

Select whether or not the crash was investigated at the scene.

## Reported Date/Time



A rectangular form field with the text "Reported Date/Time" at the top.

Enter the date (month, day, and year) and military time that this crash was reported to the law enforcement agency. This is NOT necessarily the date and time of the crash.

## Photos By



A rectangular form field with the text "Photos By" at the top.

Enter the photographer's initials, name, badge number or other identifying data.

## Investigator Name(s) and Badge Number(s)



A rectangular form field with the text "Investigator Name(s) & Badge # (Print Only)" at the top.

**Please ENTER** the name(s) and badge number(s) of the investigating officer(s).

# **UD-10 Traffic Crash Report Instruction Manual**

## **SECTION 2**

### **Location Elements**

**Michigan Department of State Police  
Criminal Justice Information Center  
Traffic Crash Reporting Section**

**January 2014**

# Location

## Location

|          |          |                          |                          |                             |                             |                            |                            |   |                                   |                      |  |                           |  |                        |  |           |  |        |
|----------|----------|--------------------------|--------------------------|-----------------------------|-----------------------------|----------------------------|----------------------------|---|-----------------------------------|----------------------|--|---------------------------|--|------------------------|--|-----------|--|--------|
| LOCATION | Prefix   | Road Name                |                          |                             |                             |                            |                            |   |                                   |                      |  | Divided Roadway (N S E W) |  |                        |  | Road Type |  | Suffix |
|          | Distance | <input type="radio"/> FT | <input type="radio"/> MI | <input type="radio"/> North | <input type="radio"/> South | <input type="radio"/> East | <input type="radio"/> West | <input type="radio"/> Beginning of Ramp | <input type="radio"/> End of Ramp | Trafficway (1 2 3 4) |  |                           |  | Access Control (1 2 3) |  |           |  |        |
|          | Prefix   | Intersecting Road        |                          |                             |                             |                            |                            |   |                                   |                      |  | Divided Roadway (N S E W) |  |                        |  | Road Type |  | Suffix |

The location of a crash is defined by the following factors:

- Road Name on which the crash occurred
- Distance and Direction of the point of impact from an Intersecting Road (located within the county of the crash)
- Intersecting Road name

Landmarks, freeway mile markers, private roadways, addresses, or factory gate numbers cannot be used as a reference point to identify the location of a crash.

Location for private property crashes can be documented using: 123 Main St., cornfield, Sue's restaurant parking lot, trail 57, etc.

### Road Name

From the following bulleted items, choose all that apply with relation to the roadway.

- Road Prefix (N, S, E, W)
- Primary or intersecting road names
- Road Type (Dr, St, Rd, Ave, etc.)
- Road Suffix (NE, NW, SE, SW.)
- Identifying number(s) – (County Road 524)
- When a freeway includes a compass direction as part of the formal road name, do not record this direction as a prefix.

Be sure to use the **local road name** in the jurisdiction in which the crash occurred.

| <u>Example</u>        | <b>Prefix</b> | <b>Road Name</b> | <u>Written</u> | <b>Road Type</b> | <b>Suffix</b> |
|-----------------------|---------------|------------------|----------------|------------------|---------------|
| Hall Road (M-59)      |               | Hall             |                | Rd               |               |
| 8255 Saginaw Street   |               | Saginaw          |                | St               |               |
| South Beltline Ave NW | S             | Beltline         |                | Ave              | NW            |
| North I-75            |               | N I-75           |                |                  |               |
| East I-94             |               | E I-94           |                |                  |               |
| CR 524                |               | County Road 524  |                |                  |               |

### Divided Roadway

When referencing divided roadways, always select the direction assigned of the roadway involved. Make only one selection. Following are examples:

## Location – Cont.

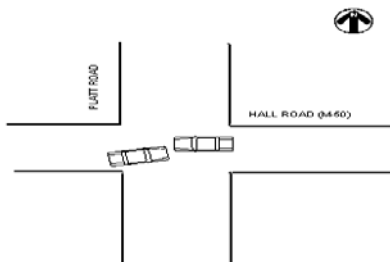
| <u>Divided Roadway</u> | <u>Road Name</u>                    | <u>Divided Roadway Bubble</u> |
|------------------------|-------------------------------------|-------------------------------|
| North US-41            | US-41                               | N                             |
| South N. Telegraph     | Prefix = N<br>Road Name = Telegraph | S                             |
| West bound I-94        | W I-94                              | W                             |
| East 8 Mile            | 8 Mile                              | E                             |

### Distance

Locate all crashes by measuring along a road from the point where the projected centerlines of the intersecting roadways cross. Document the measurement in feet with whole numbers or in miles with decimal numbers (instead of fractions  $\frac{1}{2}=.5$ ). Refer to Appendix E, Mileage Conversion Chart for a complete list of conversions.

A location AT an intersection is at the exact point where the projected centerlines of the intersecting roadways cross. It is rare that the point of impact from a crash is AT an intersection since it is normally off the center point by feet or inches. However, if it is the case, the letter “X” needs to be placed in the distance section of the location field instead of the word “AT.”

|          |          |                   |  |                            |                            |
|----------|----------|-------------------|--|----------------------------|----------------------------|
| LOCATION | Prefix   | Road Name         | Divided Roadway (N) (S) (E) (W)  | Road Type                  | Suffix                     |
|          |          | HALL              |  | RD                         |                            |
|          | Distance | X                 | <input type="radio"/> FT <input type="radio"/> North <input type="radio"/> East <input type="radio"/> Beginning of Ramp<br><input type="radio"/> MI <input type="radio"/> South <input type="radio"/> West <input type="radio"/> End of Ramp | Trafficway (1) (2) (3) (4) | Access Control (1) (2) (3) |
|          | Prefix   | Intersecting Road | Divided Roadway (N) (S) (E) (W)  | Road Type                  | Suffix                     |
|          |          | PLATT             |  | RD                         |                            |



Measurements should be made from the AT point to the point of impact of the unit(s).

|          |          |                   |  |                            |                            |
|----------|----------|-------------------|--|----------------------------|----------------------------|
| LOCATION | Prefix   | Road Name         | Divided Roadway (N) (S) (E) (W)  | Road Type                  | Suffix                     |
|          |          | W GRAND RIVER     |  | AVE                        |                            |
|          | Distance | 300               | <input checked="" type="radio"/> FT <input type="radio"/> North <input type="radio"/> East <input type="radio"/> Beginning of Ramp<br><input type="radio"/> MI <input type="radio"/> South <input checked="" type="radio"/> West <input type="radio"/> End of Ramp | Trafficway (1) (2) (3) (4) | Access Control (1) (2) (3) |
|          | Prefix   | Intersecting Road | Divided Roadway (N) (S) (E) (W)  | Road Type                  | Suffi                      |
|          |          | OAK               |  | ST                         |                            |

Indicate the direction as needed i.e., N (North), NE (Northeast), NW (Northwest), S (South), SE (Southeast), SW (Southwest), E (East), W (West), BR (beginning of ramp) or ER (end of ramp).

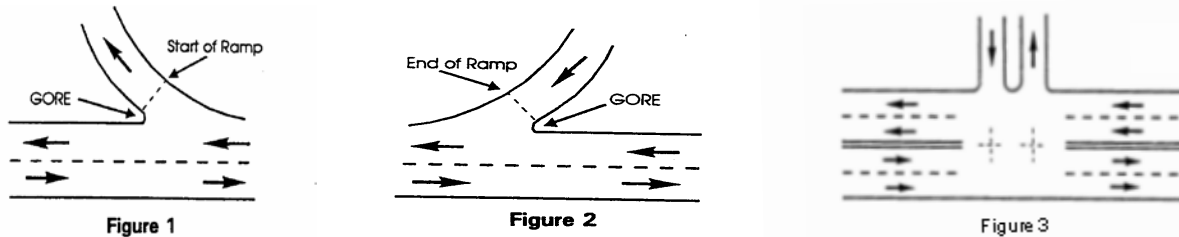
The sign on each ramp can be considered the street name assigned to that stretch of roadway and therefore follows the normal rules for any other street in the total system. There are two exceptions when using ramp signs in the crash location portion of the UD-10(E).

## Location – Cont.

### Distance – Cont.

1. A ramp is considered starting (Figure 1) and/or ending (Figure 2) at a right angle to the gore (area of land where two roadways diverge or converge). See Section 9 for the definition of gore.

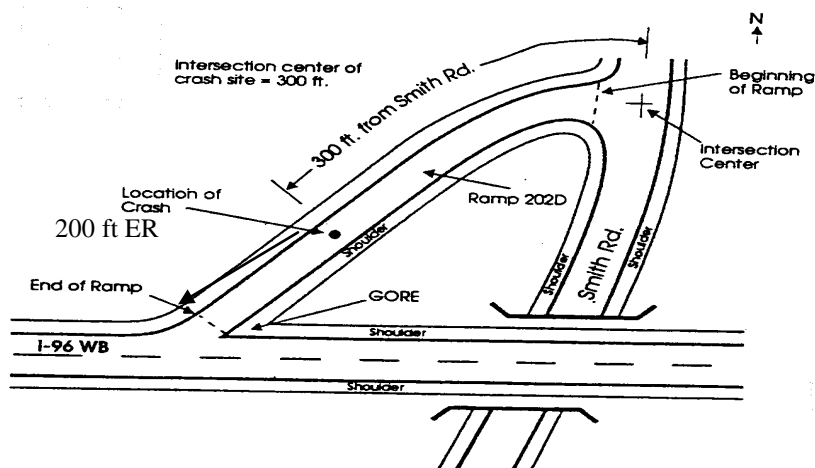
When the ramp intersects a crossroad, the imaginary centerlines shall be used.



2. The intersecting street used for a ramp must be either the street at the beginning or the street at the end of the ramp, whichever street the distance given is measured from.

Note: Beginning of Ramp and End of Ramp should only be used when a ramp is listed as the primary road.

|          |      |                             |  |                 |   |                |  |
|----------|------|-----------------------------|--|-----------------|---|----------------|--|
| Prefix   | RAMP | Road Name                   | 202D   | Divided Roadway | <input type="checkbox"/> (N) <input type="checkbox"/> (S) <input type="checkbox"/> (D) <input type="checkbox"/> (W) | Road Type      | Suffix   |
| Distance | 200  | ● FT                        | <input type="checkbox"/> North <input type="checkbox"/> East | Trafficway      | <input type="checkbox"/> (1) <input type="checkbox"/> (2) <input type="checkbox"/> (3) <input type="checkbox"/> (4) | Access Control | <input type="checkbox"/> (1) <input type="checkbox"/> (2) <input type="checkbox"/> (3) |
|          |      | <input type="checkbox"/> MI | <input type="checkbox"/> South <input type="checkbox"/> West |                 |   |                |  |
|          |      |                             | <input type="checkbox"/> Beginning of Ramp                   |                 |   |                |  |
|          |      |                             | <input checked="" type="checkbox"/> End of Ramp              |                 |   |                |  |
| Prefix   | I96  | Intersecting Road           |  | Divided Roadway | <input type="checkbox"/> (N) <input type="checkbox"/> (S) <input type="checkbox"/> (D) <input type="checkbox"/> (W) | Road Type      | Suffix   |



### Directions for Railroad Crossings

Most railroad crossings have a National Inventory (NI) number. This NI number is usually attached to the railroad crossing signal support or the crossbuck sign support at the grade crossing. When locating crashes at or near a railroad crossing, the NI number can be used as a reference point just as a street name could. The NI number has a maximum of six numbers followed by a letter and is displayed at the crossing in this format 233-106-P. When using the NI number to reference a traffic crash, record it as the intersecting street with the following format RR233106P.



## Trafficway



Select the trafficway that best describes the area of the crash. An example would be a divided highway or roadway. Although the traffic is one-way traffic, it is better described as a divided highway since the divided highway already implies the roadway is one-way traffic.

Trafficway is a code indicating whether or not a roadway is divided and whether it serves one-way or two-way traffic. This is used in classifying crashes as well as identifying the environment of a particular crash. This information is important to guide future trafficway design and traffic control.

Indicate the degree of trafficway division at the site of the crash.

- 1 Not physically divided (two-way trafficway)
- 2 Divided highway, median strip, without traffic barrier (roundabouts)
- 3 Divided highway, median strip, with traffic barrier (Concrete, guardrail, cable)
- 4 One-way trafficway
- 5 Non-Traffic

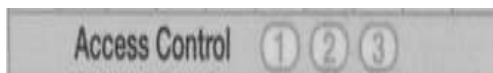


A traffic barrier is a device that provides a physical limitation through which a motor vehicle would not normally pass and is designed to contain or redirect an errant motor vehicle (i.e., guardrails, cement barrier, etc.).



**Note:** If area is 19 (non-traffic area), then trafficway must be “5.” Please note, if these fields are not available, the vendor software automatically populates this field.

## Access Control



Access Control is the degree that access to abutting land, light, air, or view in connection with a roadway is fully or partially controlled by public authority. This information is highly correlated with crash rates and is important to guide future highway design and traffic control. **Select one.**

Indicate the degree that public authority controls access to an adjoining roadway.

- 1 No access control (unlimited access)
- 2 Full access control (ramp entry & exit only)
- 3 Other (partial access control), (i.e., roundabouts, Michigan left turns)
- 4 Non-Traffic



**Note:** Access is controlled by roadway configuration, not traffic control devices, i.e., No Left Turn sign, etc.

**Note:** A Michigan left turn should be coded as Area 20 and Access Control 3.



**Note:** If area is 19 (non-traffic area), then access control must be “4.” Please note, if these fields are not available, the vendor software automatically populates this field.

# **UD-10 Traffic Crash Report Instruction Manual**

## **SECTION 3**

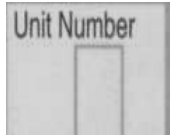
### **Unit Elements**

**Michigan Department of State Police  
Criminal Justice Information Center  
Traffic Crash Reporting Section**

**January 2014**

# Units

## Unit Number



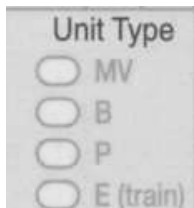
Every unit involved in a crash must be given a unit number. Each of these units will be described as either a **Motor Vehicle** (including a parked vehicle), **Bicycle**, **Pedestrian** or **Engineer (train)** as outlined in Unit Type.

An animal (horse, deer, cow, etc.) is **NOT** a traffic unit.

Note: A non-contact unit that may have caused the crash is not listed as a unit, but should be mentioned in the Crash Diagram and Remarks Section without recording any of the driver's personal information.

If a horseback rider is involved in a crash, the rider will be entered as a pedestrian unit; the horse will not be considered a unit. If a horse and buggy are involved in a crash, those will not be entered as a unit; each human occupant of the buggy will be listed as a separate pedestrian unit.

## Unit Type



For each unit involved in the crash, one Unit Type must be selected:

- MV** Motor vehicle (any motorized unit designed to be operated on land)
- P** Pedestrian
- B** Bicycle
- E** Engineer (railroad/train)

## Unit Type – Cont.

The following examples are intended to assist in selecting the correct unit type.

### **(MV) Motor Vehicle**

- “Standard” motor vehicle – cars, pickups, vans, buses, trucks, motorcycles, etc.
- Emergency vehicles – police, fire, ambulance
- Farm equipment – farm tractors, combines, etc.
- Off Road Vehicles (ORV's)
- Snowmobiles
- Mopeds, Go-Ped, Segway
- All-Terrain Vehicles (ATV's)
- Dirt bikes, motorbikes, go-carts
- Garden tractor, golf cart, riding lawn mower
- Motorized wheel chair
- Cushman scooters
- Road maintenance equipment – dump trucks, snowplow, road graders
- Construction Equipment – rollers, front-end loaders, scrapers, mobile cranes, etc.

### **(P) Pedestrian**

- Person on foot, skis, skates or rollerblades, rider of a horse, horse and buggy (each occupant, including driver will be listed as a separate pedestrian unit)
- Non-motorized wheelchair

### **(B) Bicycle**

- All forms of pedalcycles, including those with one, two and three wheels
- Multiple persons on a bicycle must be listed as a separate bicycle (B) unit.
- Tag alongs and affixed bicycle cart occupants are considered separate bicycle units.

Note: Two people riding one bicycle struck by a motor vehicle will be listed as a three (3) unit crash.

### **(E) Engineer (Train)**

- Engineer (railroad/train)

## Unit Known



Unit known should be “No” if some (but not all) information is available for the unit/driver.



Unit known should be “Yes” if all information is available for unit/driver.

## Driver (If Known)

|                      |                       |                      |
|----------------------|-----------------------|----------------------|
| State                | Driver License Number | Date of Birth        |
| <input type="text"/> | <input type="text"/>  | MM DD YYYY           |
| Name                 |                       |                      |
| Street Address       |                       |                      |
| City                 | State                 | Zip                  |
| <input type="text"/> | <input type="text"/>  | <input type="text"/> |
| Phone Number         |                       |                      |
| <input type="text"/> |                       |                      |

The person behind the wheel in physical control of the vehicle, or unit providing the power, is considered the driver. A person seated behind the steering wheel of a towed vehicle is not a driver because he is not in control of the power unit. They would be considered a passenger in a trailing unit (a position "13," which is riding in/on trailing unit). The vehicle would be a Towed Auto (5), under private trailer type.

Do not list driver information for an UNOCCUPIED parked vehicle.

Note: If there is not a driver of the vehicle, leave the field blank. Do not write hit and run, unknown, parked, etc., in this field.

### State

Enter the state in which the driver license was issued.

#### UNITED STATES ABBREVIATIONS

|               |    |                |    |
|---------------|----|----------------|----|
| Alabama       | AL | Montana        | MT |
| Alaska        | AK | Nebraska       | NE |
| Arizona       | AZ | Nevada         | NV |
| Arkansas      | AR | New Hampshire  | NH |
| California    | CA | New Jersey     | NJ |
| Colorado      | CO | New Mexico     | NM |
| Connecticut   | CT | New York       | NY |
| Delaware      | DE | North Carolina | NC |
| Florida       | FL | North Dakota   | ND |
| Georgia       | GA | Ohio           | OH |
| Hawaii        | HI | Oklahoma       | OK |
| Idaho         | ID | Oregon         | OR |
| Illinois      | IL | Pennsylvania   | PA |
| Indiana       | IN | Rhode Island   | RI |
| Iowa          | IA | South Carolina | SC |
| Kansas        | KS | South Dakota   | SD |
| Kentucky      | KY | Tennessee      | TN |
| Louisiana     | LA | Texas          | TX |
| Maine         | ME | Utah           | UT |
| Maryland      | MD | Vermont        | VT |
| Massachusetts | MA | Virginia       | VA |
| Michigan      | MI | Washington     | WA |
| Minnesota     | MN | West Virginia  | WV |
| Mississippi   | MS | Wisconsin      | WI |
| Missouri      | MO | Wyoming        | WY |

## Driver – Cont.

### CANADIAN TERRITORIES

|                       |    |                      |    |
|-----------------------|----|----------------------|----|
| Alberta               | AB | Nunavut              | NU |
| British Columbia      | BC | Ontario              | ON |
| Manitoba              | MB | Prince Edward Island | PE |
| New Brunswick         | NB | Quebec               | PQ |
| Newfoundland/Labrador | NF | Saskatchewan         | SK |
| Northwest Territories | NT | Yukon Territory      | YT |
| Nova Scotia           | NS |                      |    |

### MEXICAN STATES

|                       |    |                      |    |
|-----------------------|----|----------------------|----|
| Aguascalientes        | AG | Moreos               | MR |
| Baja California Norte | BN | Nayarit              | NA |
| Baja California Sur   | BS | Nuevo Leon           | NL |
| Campeche              | CP | Oaxace               | OA |
| Chiapas               | CS | Puebla               | PU |
| Chihuahua             | CI | Queretero de Arteaga | QE |
| Coahuila de Zaragoza  | CH | Quintanta Roo        | QI |
| Colima                | CL | San Luis Potosi      | SL |
| Distrito Federal      | DF | Sinaloa              | SI |
| Durango               | DO | Sonora               | SO |
| Guanajuato            | GJ | Tabasco              | TB |
| Guerrero              | GE | Tamaulipas           | TA |
| Hidalgo               | HD | Tlaxcala             | TL |
| Jalisco               | JA | Veracruz-Llava       | VC |
| Mexico                | MX | Yucatan              | YU |
| Michoacan de Ocampo   | MC | Zacatecas            | ZA |

### INTERNATIONAL

|               |    |
|---------------|----|
| International | XX |
|---------------|----|

#### **Driver License Number**

Enter the driver license number of the driver; if no OPS available, leave blank and make notation in the Remarks section. If the driver license number is longer than spaces provided, enter as much as space allows. **Do not list a Driver License Number for a Bicyclist, Pedestrian, or Engineer/Train.**

Do not list driver information for an unoccupied-parked vehicle.

#### **Name**

Enter first name, middle name or initial, last name of a driver, bicyclist, pedestrian or train engineer.

#### **Address**

Enter the complete street, city/township, state and zip code of the person/driver. If the zip code is five digits, only enter the five digits. If the zip code is the extended nine-digit code, enter all nine digits.

## Driver – Cont.

### Phone Number

Enter the area code and phone number where the person/driver is most likely to be contacted.

### Date of Birth

Enter the person's/driver's date of birth. There must be a total of eight digits.

### License Type and Endorsements

#### License Type

(mark only one)

O – Operators

C – Chauffeurs

M – Moped

#### Endorsements

(choose all that apply)

CY – Cycle

F – Farm

R – Recreational Double

See Appendix F – Drivers License Types for examples.

### Sex

Indicate the person's/driver's gender, M or F.

## Driver Condition



Select the condition of the driver that may have contributed to the crash. This is important for evaluating the effect that driver fatigue, medications, alcohol, drugs, or other conditions have on the crash. **Select at least one.**

Indicate the apparent condition of the driver at the time of the crash. Medical tests or documentation are not required to indicate a condition. More than one condition may be selected.

- |   |                   |    |                      |
|---|-------------------|----|----------------------|
| 1 | Appeared normal   | 6  | Asleep               |
| 2 | Had been drinking | 7  | Medication           |
| 3 | Illegal drug use  | 8  | Distracted           |
| 4 | Sick              | 9  | Using cellular phone |
| 5 | Fatigue           | 99 | Unknown              |

**Note the following exceptions:**

**If 1 – Appeared Normal is selected, no other selections can be made.**

**If 99 – Unknown is selected, no other selections can be made.**



## Alcohol/Drug Evaluation & Ignition Interlock

|           |  |                               |  |   |  |  |
|-----------|--|-------------------------------|--|---|--|--|
| Interlock | <input type="radio"/> Yes <input type="radio"/> No | <input type="radio"/> Refused | <input type="radio"/> Not offered  | (Submit Results To FARS When Available) |  |  |
| Alcohol   | <input type="radio"/> Yes <input type="radio"/> No | Test Type                     | <input type="radio"/> Field <input type="radio"/> PBT <input type="radio"/> Breath <input type="radio"/> Blood <input type="radio"/> Urine | Test Results                            |  |  |
| Drugs     | <input type="radio"/> Yes <input type="radio"/> No | Test Type                     | <input type="radio"/> Blood <input type="radio"/> Urine  | Test Results                            |  |  |

### Alcohol

Indicate whether, in the officer's opinion, drinking had been involved. Next, indicate the type of test, if any, that was administered either by the officer or hospital personnel. If a test was given, enter the test results on the blank line. If no test was given, indicate whether the test was Refused by the subject or Not Offered by the officer.

The Field entry refers to the administration of any field sobriety tests (also known as psychophysical tests). If any type of balance test, "finger-to-nose," or similar type of field sobriety test(s) were conducted, select **Field**. Otherwise leave that entry blank.

If multiple chemical tests were administered and results obtained, record the test results. Multiple selections may be made. Other tests and results may be described in the Crash Diagram and Remarks Section.

**NOTE: A blood test is required by law for all drivers or railroad engineers involved in a fatal traffic crash. Do not delay submission of a UD-10(E) report while awaiting the results of this test. As soon as these test results become available, call the Fatality Analysis Reporting System (FARS) at (517) 241-1742 or (517) 241-1749.**

*The FARS Unit requests that information on the blood alcohol/drug test results of **all persons** involved in fatal crashes be submitted if available (including surviving drivers, passengers, pedestrians, and bicyclists).*

### DRUGS

|           |  |                               |  |   |                                 |  |
|-----------|--|-------------------------------|--|---|---------------------------------|--|
| Interlock | <input type="radio"/> Yes <input type="radio"/> No | <input type="radio"/> Refused | <input type="radio"/> Not offered  | (Submit Results To FARS When Available) |                                 |  |
| Alcohol   | <input type="radio"/> Yes <input type="radio"/> No | Test Type                     | <input type="radio"/> Field <input type="radio"/> PBT <input type="radio"/> Breath <input type="radio"/> Blood <input type="radio"/> Urine | Test Results                            | (BAC)                           |  |
| Drugs     | <input type="radio"/> Yes <input type="radio"/> No | Test Type                     | <input type="radio"/> Blood <input type="radio"/> Urine  | Test Results                            | (3 digit code from Appendix D*) |  |

Indicate whether, in the officer's opinion, drugs had been involved. Next, indicate the type of test, if any, that was administered. If a test was given, enter the test results on the blank line. More than one selection may be made for Test Type.

**\*Enter the 3 digit code(s) from Appendix D for drug test result(s).**

## Alcohol/Drug Evaluation & Ignition Interlock – Cont.

### IGNITION INTERLOCK

|           |  |                               |  |  |
|-----------|--|-------------------------------|--|--|
| Interlock | <input type="radio"/> Yes <input type="radio"/> No | <input type="radio"/> Refused | <input type="radio"/> Not offered  | (Submit Results To FARS When Available)      |
| Alcohol   | <input type="radio"/> Yes <input type="radio"/> No | Test Type                     | <input type="radio"/> Field <input type="radio"/> PBT <input type="radio"/> Breath <input type="radio"/> Blood <input type="radio"/> Urine | Test Results (BAC)                           |
| Drugs     | <input type="radio"/> Yes <input type="radio"/> No | Test Type                     | <input type="radio"/> Blood <input type="radio"/> Urine  | Test Results (3 digit code from Appendix D*) |

Indicate whether an Ignition Interlock device is installed in a vehicle involved in the crash in accordance with **Michigan Motor Vehicle Code, Sec. 257.622a, effective October 1, 1999**. See pictures below for examples of an Ignition Interlock system.

Note: Ignition Interlock device means an alcohol concentration measuring device that prevents a motor vehicle from being started at any time without first determining, through a deep lung sample, the operators breath alcohol level. Michigan Vehicle Code, Sec. 257.625L (6)



## Injury

|                         |
|-------------------------|
| Injury                  |
| <input type="radio"/> K |
| <input type="radio"/> A |
| <input type="radio"/> B |
| <input type="radio"/> C |
| <input type="radio"/> O |

Note: Any injured person(s) involved in the crash must be recorded in the Unit/Passenger section.

### INJURY SEVERITY CLASSIFICATION

**K FATAL INJURY** is any injury that results in death due to a motor vehicle traffic crash. Also be sure to select Fatal under Special Checks.

**A INCAPACITATING INJURY** is any injury, other than fatal, that prevents the injured person from walking, driving, or normally continuing the activities which he or she was capable of performing prior to the motor vehicle traffic crash.

**Includes:** Severe lacerations, broken or distorted limbs, skull fracture, crushed chest, internal injuries, unconscious when taken from the crash scene, unable to leave crash scene without assistance.

## Injury – Cont.

**Excludes:** Momentary unconsciousness.

**General:** Determinations are made at the time the injured person leaves the crash scene. It is not necessary to consult with doctors or hospitals unless information is not otherwise available. Apparent condition immediately after the crash does not govern classification because the person may recover from hysteria quickly or may begin to feel the effects of internal or other injuries between the time of the crash and time of leaving the scene.

- a. Medical treatment at the crash scene or later makes no difference. What the person does at the scene is important.
- b. Hospitalization normally will be required for incapacitating injuries.
- c. Duration of the disability after injury makes no difference. Incapacitation is important.
- d. Developments after leaving the scene make no difference, except in case of death.

**B NON-INCAPACITATING EVIDENT INJURY** is any injury that is evident at the scene of the crash, other than fatal and incapacitating injuries.

**Includes:** Lump on head, abrasion, and minor lacerations.

**Excludes:** Limping (the injury cannot be seen).

**C POSSIBLE INJURY** is any injury reported or claimed which is not a fatal, incapacitating, or non-incapacitating evident injury.

**Includes:** Momentary unconsciousness. Claim of injuries not evident. Limping, complaint of pain, nausea, hysteria.

**General:** Possible injuries are those which are claimed or reported, or indicated by behavior, but not by wounds.

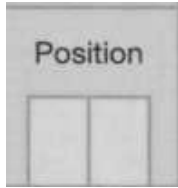
**O NO INJURY** is a situation where there is no reason to believe that the person received any bodily harm from the motor vehicle traffic crash.

**Note:** Uninjured passengers are not required to be listed in the injury section with the exception of a fatality occurring within the crash at which point all involved parties must be listed.



**Note:** Please list all passengers whether injured or uninjured. An exception to this rule is bus passengers, only injured need to be listed.

## Position



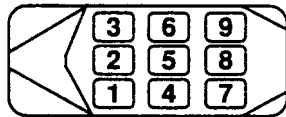
The driver position is usually "01," which is the left-side front seat.

If the unit is a Bicyclist, Pedestrian or Engineer, enter the corresponding code **B**, **P** or **E** in the Position field.

A parked car without a driver/occupant does not have a position code.

For all vehicles with in-line seating, such as motorcycles and snowmobiles, the driver is also in position "01."

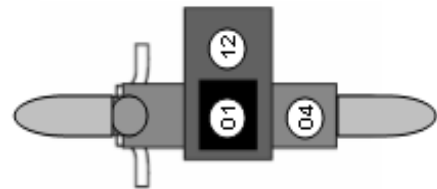
Mail carriers and garbage truck drivers can also be Position "03".



|                                      |   |  |
|--------------------------------------|---|--|
| <b>01</b> Driver                     | <b>07</b> 3 <sup>rd</sup> Row-Left                    | <b>12</b> Other Unenclosed passenger or cargo area |
| <b>02</b> Front-Middle               | <b>08</b> 3 <sup>rd</sup> Row-Middle                  | <b>13</b> Riding in/on trailing unit               |
| <b>03</b> Front-Right                | <b>09</b> 3 <sup>rd</sup> Row-Right                   | <b>14</b> Riding on vehicle exterior               |
| <b>04</b> 2 <sup>nd</sup> Row-Left   | <b>10</b> Sleeper Section                             | <b>15</b> Unknown                                  |
| <b>05</b> 2 <sup>nd</sup> Row-Middle | <b>11</b> Other Enclosed Passenger area or cargo area |  |
| <b>06</b> 2 <sup>nd</sup> Row-Right  |   |  |
| <b>B</b> Bicycle                     | <b>P</b> Pedestrian                                   | <b>E</b> Engineer (train)                          |

### Motorcycles/In-line Seating

|    |  |
|----|--|
| 01 | Motorcycle Driver                                  |
| 04 | Motorcycle Passenger-One                           |
| 07 | Motorcycle Passenger-Two                           |
| 12 | Other Unenclosed passenger or cargo area (sidecar) |



## Restraint



List the **type of restraint** used by the driver, or if appropriate, whether a **helmet** was worn. Helmet restraint use is not based off the requirement to wear a helmet, but whether or not one was worn. Refrain from using 09-Restraint use unknown, unless you truly do not know if a restraint was used (i.e., vehicle burned so badly it cannot be determined).

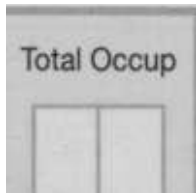
## Restraint – Cont.

| <u>Restraint</u> |   | <u>Helmet</u> |                    |
|------------------|---|---------------|--------------------|
| 01               | No belts available                                  | 10            | Helmet worn        |
| 02               | Shoulder belt only used                             | 11            | Helmet not worn    |
| 03               | Lap belt only                                       | 12            | Helmet use unknown |
| 04               | Shoulder and lap belt used                          |               |                    |
| 05               | No belts used                                       |               |                    |
| 06               | Child restraint used                                |               |                    |
| 07               | Child restraint not used, not available or improper |               |                    |
| 08               | Restraint failure                                   |               |                    |
| 09               | Restraint use unknown                               |               |                    |
| 06               | Child restraint used                                |               |                    |

If unit type is B (Bicyclist), restraint must be 10 (helmet worn), 11 (helmet not worn) or 12 (helmet use unknown).

If vehicle type is CY (motorcycle), MO (moped), SM (snowmobile) or OR (off-road vehicle) restraint must be 10, 11 or 12.

## Total Occupants

A rectangular form field with the text "Total Occup" at the top and two vertical lines below it, indicating a space for entering a number.

List the total number of occupants.

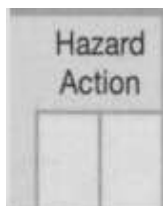
**If the number of occupants is unknown, leave blank.**

**If unit is a pedestrian, mark 00.**

**If unit is a bicyclist, mark 01.**

Each person on a bike is considered a separate unit. (e.g., child riding on pegs in back)

## Hazardous Action

A rectangular form field with the text "Hazard Action" at the top and two vertical lines below it, indicating a space for entering a number.

Hazardous action coding reflects whether, in the investigating officer's opinion, a person is "at fault" in any way; i.e., did the person's action(s) contribute to the crash? A coded entry shall be made regardless of whether a citation was issued or a physical arrest was made.

## Hazardous Action – Cont.

Choose the most significant hazardous action that applies. If no hazardous action, use code 00-None.

|    |                           |    |  |
|----|---------------------------|----|--|
| 00 | None                      | 09 | Improper turn                            |
| 01 | Speed too fast            | 10 | Improper/no signal                       |
| 02 | Speed too slow            | 11 | Improper backing                         |
| 03 | Failed to yield           | 12 | Unable to stop in assured clear distance |
| 04 | Disregard traffic control | 13 | Other                                    |
| 05 | Drove wrong way           | 14 | Unknown                                  |
| 06 | Drove left of center      | 15 | Reckless driving                         |
| 07 | Improper passing          | 16 | Careless/negligent driving               |
| 08 | Improper lane use         |    |  |

## Ambulance/Hospital

|           |
|-----------|
| Hospital  |
| Ambulance |

Enter the hospital code of the hospital where the individual was taken for treatment, see Appendix A. Other valid entries are listed below:

| <u>Code</u> | <u>Hospital Name</u>  |
|-------------|---|
| HOSPT       | Generic Hospital Code   |
| MORGUE      | Morgue (Generic for any area)                                 |
| NONE        | None  |
| OUTSTE      | Out of State Hospital (Generic for any Out of State Hospital) |
| REFUSD      | Refused Medical Treatment                                     |

Enter the ambulance code of the ambulance company that was notified, see Appendix B. Other valid entries are listed below:

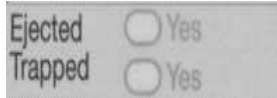
| <u>Code</u> | <u>Ambulance Name</u>   |
|-------------|---|
| AIRLFT      | Airlift Flight Service (Generic for any area)                   |
| AMB         | Generic Ambulance Service                                       |
| NONE        | None  |
| OUTSTE      | Out of State Ambulance (Generic for any Out of State Ambulance) |
| REFUSD      | Refused Medical Attention                                       |

See Appendix A & B for a list of hospital and ambulance codes. If the name is not found in the appendix, enter the name of the hospital or ambulance in the appropriate box and contact CJIC staff to have the code added to the appendices.



If the Ambulance/Hospital code is not listed or is unknown, choose the generic code. The valid entries listed above for Ambulance & Hospital should appear as an option within your program.

## Ejected/Trapped



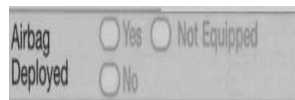
Ejected  Yes  
Trapped  Yes

If the driver was ejected or partially ejected from the vehicle, indicate Yes.

If the driver was trapped as a result of the crash and mechanical means were needed to extricate the driver, indicate Yes.

It may be appropriate to mark ejected and trapped, e.g., a driver whose body is found hanging outside the driver door but whose feet are pinned in to the point where mechanical means must be used to free them.

## Airbag Deployed



Airbag  Yes  Not Equipped  
Deployed  No

For vehicles with airbags installed, list Yes or No based on the visual observation of each occupant at the scene. For older model vehicles without airbags installed fill in the Not Equipped bubble.

Note: For positions 2, 5 or 8, select not equipped.

## Citation Issued



Citation Issued  
Hazardous   
Other

If a citation was issued, indicate whether the offense was Hazardous, Other or both. In the space provided record the offense code(s) using the Violation Code number and write in the actual violation.

## Vehicle Registration



| Vehicle Registration |  |  |  |  |  |  |  |  |  |  | State |  |
|----------------------|--|--|--|--|--|--|--|--|--|--|-------|--|
|                      |  |  |  |  |  |  |  |  |  |  |       |  |

Enter the vehicle registration number and the two-letter abbreviation for the State where the vehicle is registered. If the registration is improper or none is displayed at the time of the crash, locate the actual registered license plate information and enter this on the UD-10. Record the improper plate or that no plate is displayed in the remarks section.

United States – State abbreviation, (i.e., MI) – see State Abbreviations

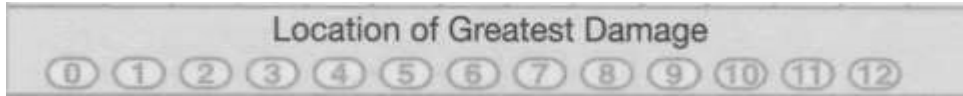
Canada – Province abbreviation, (i.e., ON) – see Canadian Territories

U. S. Government or International, enter XX





## Location of Greatest Damage



Select the **location of the most severe damage** to the power unit. If more than one area sustains equal damage, choose number 10 - Multiple.

|   |               |    |               |
|---|---------------|----|---------------|
| 0 | Rollover      | 7  | Side, Left    |
| 1 | Front, Center | 8  | Front, Left   |
| 2 | Front, Right  | 9  | Undercarriage |
| 3 | Side, Right   | 10 | Multiple      |
| 4 | Rear, Right   | 11 | Other/Unknown |
| 5 | Rear, Center  | 12 | None          |
| 6 | Rear, Left    |    |               |

Example: Vehicle 2 is rear-ended by Vehicle 1, pushing 2 into the back of Vehicle 3. If the damage to the front and rear of Vehicle 2 is equal or near equal, select 10 for multiple damage.

Example: A car leaves a roadway, enters a ditch, and strikes the far slope and overturns. The right front corner has minor damage from contacting the far slope, but the entire roof is crushed in the rollover. Select 0 to record the roof damage as the area of greatest damage.

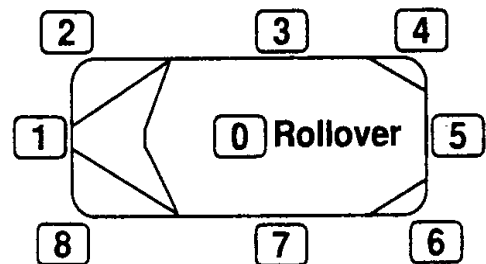
Note: In combination vehicles, if a towed or trailering unit is the only item damaged, then the location of greatest damage is "12" (none).

## First Impact



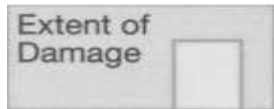
Indicate the **location of the first** point of impact, using the same coding choices used in the Location of Greatest Damage.

|   |               |    |               |
|---|---------------|----|---------------|
| 0 | Rollover      | 7  | Side, Left    |
| 1 | Front, Center | 8  | Front, Left   |
| 2 | Front, Right  | 9  | Undercarriage |
| 3 | Side, Right   | 10 | Multiple      |
| 4 | Rear, Right   | 11 | Other/Unknown |
| 5 | Rear, Center  | 12 | None          |
| 6 | Rear, Left    |    |               |

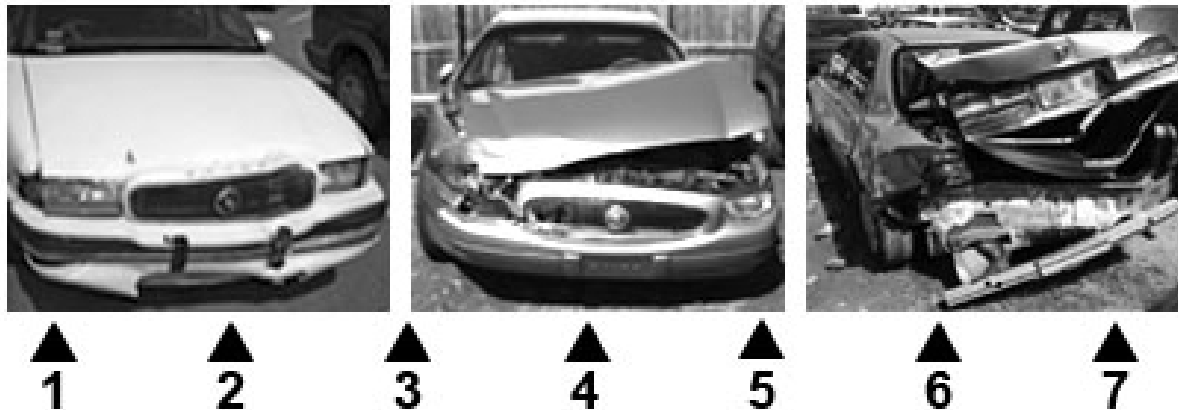


Note: In combination vehicles, if a towed or trailering unit is the only item damaged, then the location of greatest damage is "12" (none).

## Extent of Vehicle Damage

A rectangular form field with the text "Extent of Damage" and a small square icon to its right.

The purpose of this section is to describe the degree of damage to a vehicle in a crash. Mark the number that indicates the severity on a scale from 0 to 7, with 0 used to indicate no damage and 7 used to indicate a vehicle that is damaged to the point where it clearly cannot be repaired.



The State of Michigan does not require an estimate of the monetary value of damage. If an estimate is given, that information may be entered in the Crash Diagram and Remarks Section.

The extent of vehicle damage coding can be subjective. Attempt to indicate how much functional damage the vehicle sustained in this crash. Disregard any vehicle damage sustained from a previous crash.

Note: In combination vehicles, if a towed or trailering unit is the only item damaged, then the extent of damage must be zero.

## Driveable

A rectangular form field with the text "Driveable" and two radio buttons labeled "Yes" and "No".

Select Yes or No as to whether the vehicle is capable of being driven from the scene. If the vehicle is towed due to an incapacitated driver or other disabling mechanical problem **not** caused by the crash, select Yes.

Though damaged, if a vehicle could be driven from the scene without the need for special tools or parts, it would still be considered driveable. If simply changing a flat tire or prying a piece of damaged fender away from a tire so it can rotate would enable the vehicle to be driven away, then the vehicle shall be considered driveable.

Example: A driver is involved in a minor property damage crash. The minor damage does not prevent the car from being driven, but the driver states he is too shook up to drive. The vehicle is towed. Select Yes in this instance because the car is able to be driven from the scene.

## Vehicle Type

| Vehicle Type             |                          |                                 |
|--------------------------|--------------------------|---------------------------------|
| <input type="radio"/> PA | <input type="radio"/> CY | <input type="radio"/> OR        |
| <input type="radio"/> VA | <input type="radio"/> MO | <input type="radio"/> Other     |
| <input type="radio"/> PU | <input type="radio"/> GC | <input type="radio"/> Truck/Bus |
| <input type="radio"/> ST | <input type="radio"/> SM | (Complete Truck/Bus Section)    |

Use the following Secretary of State two letter codes to identify the type of vehicle being reported.

### VEHICLE TYPES

|           |  |
|-----------|--|
| PA        | Passenger car, SUV and station wagon   |
| VA        | Van, motor home  |
| PU        | Pickup truck   |
| ST        | Small truck (under 10,000 lbs.)  |
| CY        | Cycle  |
| MO        | Moped/Go-Ped   |
| GC        | Go-cart  |
| SM        | Snowmobile   |
| OR        | Off road vehicle (ATV type)  |
| Other     | Non-registered farm equipment, combine, front end loader, motorized wheelchair, golf cart, or segway |
| Truck/Bus | Any vehicle over 10,001 lbs and buses.   |

If it is determined the vehicle is a truck or bus, select Truck/Bus and complete the Truck/Bus section.

**NOTE:** For a vehicle not listed in this section, such as a snow plow, farm tractor or a road grader, list the vehicle as Other.

If this is a commercial vehicle, Truck/Bus must be selected and commercial vehicle must be completed.

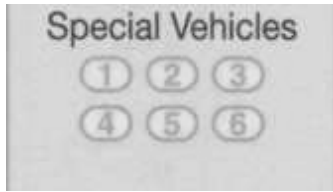
## Vehicle Direction

| Vehicle Direction     |       |
|-----------------------|-------|
| <input type="radio"/> | North |
| <input type="radio"/> | South |
| <input type="radio"/> | East  |
| <input type="radio"/> | West  |

Select the direction the unit was traveling **prior to** the crash, loss of control or turning movement. (i.e., N for north, N and E for northeast).

**Example:** Unit 1 is traveling northbound and turns left in front of, and is struck by, Unit 2 which is traveling southbound. This should be coded as a Head On-Left Turn crash showing the direction of Unit 1 as North and the direction of Unit 2 as South.

## Special Vehicles



Special Vehicles

① ② ③

④ ⑤ ⑥

Indicate whether the vehicle involved in the crash was one of the special vehicle types listed below. If this vehicle is not one of these types, leave blank. **Fill in only one bubble.**

- |   |                |   |                                    |
|---|----------------|---|------------------------------------|
| 1 | Police vehicle | 4 | Ambulance                          |
| 2 | Fire vehicle   | 5 | Farm equipment (non-registered)    |
| 3 | Bus            | 6 | Road Construction/Road Maintenance |

**Police Vehicle:** Select **1 – Police Vehicle** if the vehicle is owned by a governmental law enforcement agency. Select **1 – Police Vehicle** in all cases whether the vehicle is being used routinely (e.g., patrol), in pursuit of a fleeing vehicle, or responding to an emergency call.

**Fire Vehicle:** Select **2 – Fire Vehicle** only when the vehicle is owned by a fire department (including volunteer fire department).

**Example:** A volunteer fire fighter was involved in a crash while responding to a fire call. He/she was using his/her personal vehicle, including emergency lights and siren. Leave the Special Vehicle section blank. The vehicle is not considered a fire vehicle since it is not a fire department-owned vehicle.

**Example:** A city or township owned fire truck was involved in a traffic crash. Select 2 – Fire Vehicle.

**Bus:** Select **3 – Bus** if the vehicle is a government, commercial, private, church or school bus. See the Glossary in Section 9 for definitions of bus and school bus.

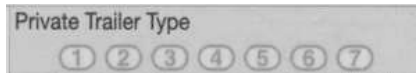
**Example:** An old commercial bus converted to a motor home was involved in a traffic crash. Leave 3 blank in this instance because the vehicle no longer meets the definition of a bus, it is a motor home.

**Ambulance:** Select **4 – Ambulance** whether the vehicle is a privately or publicly owned ambulance.

**Farm Equipment:** Select **5 – Farm Equipment** if the vehicle is an implement of husbandry that cannot be registered with the Michigan Department of State, (i.e., farm tractors and combines). Farm owned pickup trucks and truck-tractor/semi-trailer combination vehicles can be registered, therefore, are not farm equipment.

**Road Construction/Road Maintenance:** Select **6 – Road Construction/Road Maintenance** when the vehicle involved in the crash is a type of construction equipment or road maintenance equipment (i.e., such as a snow plow) that would fit the definition of Special Mobile Equipment as defined by Section 257.62 of the Motor Vehicle Code.

## Private Trailer Type

A rectangular selection box with the title "Private Trailer Type" at the top. Below the title are seven numbered buttons: 1, 2, 3, 4, 5, 6, and 7.

Only personal utility trailers would be listed in this section. It is the design of the trailer rather than its use that is being sought here. For example, if a commercial truck-tractor with a flatbed semi-trailer is being used in farm operations, it will not be listed in this section. It will be listed in the Truck/Bus section. If the trailer is designed specifically for farm use, such as a hay wagon, then it will be listed in this section. If two trailers listed below make up a recreational double, list only the recreational double.

|   |                |   |                     |
|---|----------------|---|---------------------|
| 1 | Utility        | 5 | Towed Auto          |
| 2 | Travel Trailer | 6 | Recreational Double |
| 3 | Boat Trailer   | 7 | Other               |
| 4 | Farm Equipment |   |                     |

Example: A pickup truck involved in a crash was pulling a fifth-wheel travel trailer and a boat trailer. This combination would be a recreational double, thus **6 – Recreational Double** shall be used.

Example: A car towing another car is involved in a crash. The towed car is struck from the rear. Select **5 – Towed Auto**.

Example: A pickup truck pulling a farm-type flatbed trailer is involved in a crash. Select **4 – Farm equipment** in this instance. If the farmer loaned the trailer for use in a parade, it would still be a 4 because the **design of the trailer is the key factor, not the use** at the time of the crash. A utility trailer used for commercial use and causes the GCWR of the power unit and trailer to surpass the 10,001 weight limit, the unit and trailer will need to be coded as truck/bus.

## Vehicle Defect

A rectangular selection box with the title "Vehicle Defect" at the top. Below the title are six numbered buttons: 1, 2, 3, 4, 5, and 6.

If the investigating officer finds a vehicle defect that may have contributed to the crash, select the appropriate choice to note the most significant defect. Other defects may be noted in the Crash Diagram and Remarks. If no defect is detected then no selection is required.

**Note: Select only one of the following:**

- 1 Brakes
- 2 Lights/reflectors
- 3 Steering
- 4 Tires/wheels
- 5 Windows
- 6 Other

## Vehicle Use



Select the option that best identifies the Vehicle Use (operation) at the time of the crash.

- 1 Private
- 2 Commercial (business)
- 3 In Pursuit/On Emergency (police, fire, including volunteer firemen in personal vehicle, ambulance during an emergency run)
- 4 Farm
- 5 School/Education
- 6 Club/Church (any vehicle displaying a Y registration plate being used for that function)
- 7 Military
- 8 Other Government (government owned, federal, state or local, police and fire vehicles when not in pursuit/on emergency)
- 9 Utility (gas, electric, cable television company, etc.)
- 10 Road Construction/Road Maintenance
- 11 Other

Example: A driver is using a personal vehicle to deliver items (e.g., pizza, mail, newspapers, etc.) and is involved in a crash. Select **2 – Commercial (Business)** because the driver was engaged in a commercial/business function at the time.

Example: A commercial truck is involved in a crash, select **2 – Commercial (Business)**. If it is learned that the truck was borrowed or rented for purposes of moving personal goods, the correct use code would be **1-Private**.

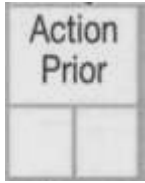
Example: A volunteer fireman driving his personal vehicle (with lights and siren on) to a fire will be listed as **3 – In Pursuit/On Emergency**. This vehicle would not be listed as **8 – Other Government Use**.

Example: A patrol car involved in a crash while pursuing another vehicle would be a **3 – In/Pursuit/On Emergency**. A crash while in a non-pursuit or non-emergency response mode would be an **8 – Other Government Use**.

**Note:** This crash will appear on the UNEDITED version (LEIN 47:42 inquiry) of the police officer's driving record. The EDITED version (LEIN 47:36 inquiry) is sent to the insurance companies. Michigan law prohibits the release of such information to non-government agencies. This law applies only to vehicles OWNED by a government agency. So, for example, a volunteer firefighter driving their own vehicle does not qualify for this provision.



## Action Prior



**Action Prior** records what occurred immediately prior to the crash.

Choose the **ONE** option that best describes the action of this unit just prior to the first harmful event.

### Driver Action

- |    |  |    |                               |
|----|--|----|-------------------------------|
| 01 | Going straight ahead                     | 14 | Entering roadway              |
| 02 | Turning left                             | 15 | Leaving roadway               |
| 03 | Turning right                            | 16 | Making U-turn                 |
| 04 | Stopped on roadway                       | 17 | Overtaking or passing         |
| 05 | Involved in prior crash at same location | 18 | Avoiding object               |
| 06 | Changing lanes                           | 19 | Avoiding pedestrian           |
| 07 | Backing                                  | 20 | Avoiding vehicle (front/back) |
| 08 | Slowing/stopping on roadway              | 21 | Avoiding vehicle (angle)      |
| 09 | Slowing/stopping other area              | 22 | Driverless moving             |
| 10 | Starting up on roadway                   | 23 | Parked                        |
| 11 | Starting up other area                   | 35 | Other                         |
| 12 | Entering parking                         | 36 | Unknown                       |
| 13 | Leaving parking                          | 37 | Avoiding animal               |

### Pedestrian Action

- |    |                              |    |                          |
|----|------------------------------|----|--------------------------|
| 24 | Crossing at intersection     | 31 | Other working in roadway |
| 25 | Crossing not at intersection | 32 | Playing in roadway       |
| 26 | Getting on/off vehicle       | 33 | In roadway other reason  |
| 27 | In roadway with traffic      | 34 | Not in roadway           |
| 28 | In roadway against traffic   | 35 | Other                    |
| 29 | Standing/lying in roadway    | 36 | Unknown                  |
| 30 | Pushing/working on vehicle   |    |                          |

Example: If Unit 1 was engaged in making a left turn just prior to impact occurring, then option **02 – Turning Left** is selected. If Unit 2 was being driven straight ahead at impact, then option **01 – Going Straight Ahead** is selected.

## Sequence of Events

| Sequence of Events |        |       |        |
|--------------------|--------|-------|--------|
| First              | Second | Third | Fourth |
|                    |        |       |        |

**Sequence of Events** records step-by-step what happened during the crash. Up to four Sequence of Events may be recorded. The codes in Action Prior and Sequence of Events should reveal, from left to right the events immediately prior to and during the crash. Complete a separate Action Prior and Sequence of Events box for each unit (Motor Vehicle, Bicyclist, Pedestrian, and Engineer). **You can select up to four events, however mark only one digit per box.**

If more than four occurred, only record those that were most significant in the officer's opinion based on: any/all injuries first, any/all property damage second, then actions leading up to, during or after those events. The sequence of events must still be in order of which they occurred. Events listing:

### **Non-Collision**

- |                            |                                 |
|----------------------------|---------------------------------|
| 01 Loss of control         | 08 Fire/explosion               |
| 02 Cross centerline/median | 09 Immersion                    |
| 03 Ran off road-left       | 10 Jackknife                    |
| 04 Ran off road-right      | 11 Downhill runaway             |
| 05 Re-enter roadway        | 12 Cargo loss/shift             |
| 06 Overturn                | 13 Individual fell from vehicle |
| 07 Separation of units     | 14 Other non-collision          |

**Note:** 07 – Separation of Unit refers to a power unit and trailer/towed vehicle separating (not when two (2) vehicles collide and separate from each other). 13 – Individual fell from vehicle is not when someone is ejected from the vehicle.

### **Collision With Non-Fixed Objects**

- |                                |                            |
|--------------------------------|----------------------------|
| 15 Pedestrian                  | 19 Railroad train/engineer |
| 16 Pedalcycle                  | 20 Animal                  |
| 17 Motor vehicle in transport* | 21 Other non-fixed object  |
| 18 Parked motor vehicle**      |                            |

\*In transport means a motor vehicle in motion, or on a roadway illegally parked.

\*\*Motor vehicle parked legally.

**Note:** A Pedalcycle is a bicycle with any number of wheels.

## Sequence of Events – Cont.

### Collision With Fixed Objects

|                              |                                      |
|------------------------------|--------------------------------------|
| 22 Bridge/pier/abutment      | 34 Curb                              |
| 23 Bridge parapet end        | 35 Ditch                             |
| 24 Bridge rail               | 36 Embankment                        |
| 25 Guardrail face            | 37 Fence                             |
| 26 Guardrail end             | 38 Mailbox                           |
| 27 Median barrier            | 39 Tree                              |
| 28 Highway traffic sign post | 40 Rail crossing signal              |
| 29 Highway signal post       | 41 Building                          |
| 30 Luminary/light support    | 42 Traffic island                    |
| 31 Utility pole              | 43 Fire hydrant                      |
| 32 Other pole                | 44 Impact attenuator (crash cushion) |
| 33 Culvert                   | 45 Other fixed object                |

**Note:** A pothole should be coded as “45 - Other Fixed Object”



**Most Harmful** records which event, in the officer’s opinion, was most harmful to a human being. If no injury, select the event that caused the most property damage.

**Example:** A driver tried to avoid an object in the road, Action Prior would be **18 – Avoiding Object**.

The car hit the curb, rolled over and then caught fire. The Sequence of Events would be completed as follows:

First      **34 – Curb**  
Second    **06 – Overtake**  
Third      **08 – Fire/explosion**

The third event was the most harmful to a human being so **08 – Fire/explosion** would be selected for this event.

Note: There are several sequence of events that cannot be listed as most harmful because they did not cause an injury or damage. An example would be **01 – Loss of control**.

# **UD-10 Traffic Crash Report Instruction Manual**

## **SECTION 4**

### **Involved Party Elements**

**Michigan Department of State Police  
Criminal Justice Information Center  
Traffic Crash Reporting Section**

**January 2014**

# Involved Parties

## Passenger

|            |  |                |     |              |    |
|------------|--|----------------|-----|--------------|----|
| First Name |  | Date of Birth  |     | Sex          |    |
| Middle     |  | MM             | DD  | YY           | YY |
| Last       |  | Street Address |     |              |    |
|            |  | City           |     |              |    |
|            |  | State          | Zip | Phone Number |    |

If more passenger space is needed for injured/uninjured passengers, they must be placed in a passenger section on a second UD-10 form. For example, if a **single** unit crash involves more than two (2) injured or uninjured passengers, list the additional passengers on the back side of the form. Remember to select the Unit Number as 1.



Note: The number of injured/uninjured passengers is unlimited.

### Name

Enter first name, middle name or initial and last name.

### Address

Enter the complete address, city, state, and zip code of the passenger. If the zip code is the extended nine-digit code, enter all nine digits.

### Phone Number

Enter the phone number, including area code, where the passenger is most likely to be contacted.

### Date of Birth

Enter the passenger's date of birth. There must be a total of eight digits.

### Sex

Indicate passengers sex, M or F.

## Injury

|        |                       |   |                       |   |                       |   |                       |   |                       |   |
|--------|-----------------------|---|-----------------------|---|-----------------------|---|-----------------------|---|-----------------------|---|
| Injury | <input type="radio"/> | K | <input type="radio"/> | A | <input type="radio"/> | B | <input type="radio"/> | C | <input type="radio"/> | 0 |
|--------|-----------------------|---|-----------------------|---|-----------------------|---|-----------------------|---|-----------------------|---|

Note: Any injured person(s) involved in the crash must be recorded in the Unit/Passenger section.

### INJURY SEVERITY CLASSIFICATION

**K FATAL INJURY** is any injury that results in death due to a motor vehicle traffic crash. Also be sure to select Fatal under Special Checks.

**A INCAPACITATING INJURY** is any injury, other than fatal, that prevents the injured person from walking, driving, or normally continuing the activities which he or she was capable of performing prior to the motor vehicle traffic crash.

**Includes:** Severe lacerations, broken or distorted limbs, skull fracture, crushed chest, internal injuries, unconscious when taken from the crash scene, unable to leave crash scene without assistance.

## Injury – Cont.

**Excludes:** Momentary unconsciousness.

**General:** Determinations are made at the time the injured person leaves the crash scene. It is not necessary to consult with doctors or hospitals unless information is not otherwise available. Apparent condition immediately after the crash does not govern classification because the person may recover from hysteria quickly or may begin to feel the effects of internal or other injuries between the time of the crash and time of leaving the scene.

- a. Medical treatment at the crash scene or later makes no difference. What the person does at the scene is important.
- b. Hospitalization normally will be required for incapacitating injuries.
- c. Duration of the disability after injury makes no difference. Incapacitation is important.
- d. Developments after leaving the scene make no difference except in case of death.

**B NON-INCAPACITATING EVIDENT INJURY** is any injury that is evident at the scene of the crash, other than fatal and incapacitating injuries.

**Includes:** Lump on head, abrasion, and minor lacerations.

**Excludes:** Limping (the injury cannot be seen).

**Example:** Pedestrian is unconscious on the ground after a crash; his clothes are torn and blood oozes from abrasions. When the ambulance arrives he is conscious, able to give information, and walks around. He goes to the hospital in the ambulance, but is able to sit up in it; there is no evidence that he is incapacitated.

**C POSSIBLE INJURY** is any injury reported or claimed which is not a fatal, incapacitating, or non-incapacitating evident injury.

**Includes:** Momentary unconsciousness. Claim of injuries not evident. Limping, complaint of pain, nausea, hysteria.

**General:** Possible injuries are those which are claimed or reported, or indicated by behavior, but not by wounds.

**Example:** Occupant complains of pain but shows no signs of bleeding or other wound; leaves the scene in a taxi to keep an appointment; he dies; this is possible injury when classified at the time of leaving the scene, but should be changed to K upon notice of death.

**O NO INJURY** is a situation where there is no reason to believe that the person received any bodily harm from the motor vehicle traffic crash.

**Note:** Uninjured passengers are not required to be listed in the injury section with the exception of a fatality occurring within the crash at which point all involved parties must be listed.



**Note:** Please list all passengers whether injured or uninjured. An exception to this rule is bus passengers, only injured need to be listed.

## Airbag Deployed

Airbag Deployed  Yes  No  Not Equipped

Select the appropriate choice. For vehicles with airbags installed, list Yes or No based on the visual observation of each occupant at the scene. For older model vehicles without airbags installed fill in the Not Equipped bubble.

Note: For positions 2, 5 or 8, select not equipped.

## Position

Position

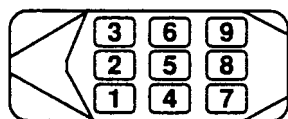
|  |  |
|--|--|
|  |  |
|--|--|

The driver position is usually "01," which is the left-side front seat.

If this unit is a Bicyclist, Pedestrian or Engineer, enter the corresponding code **B**, **P** or **E** in the Position field.

A parked car without a driver/occupant does not have a position code.

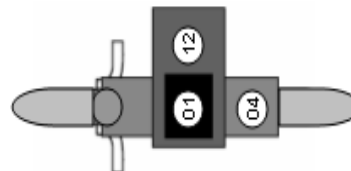
For all vehicles with in-line seating, such as motorcycles and snowmobiles, the driver is also in position "01."



- |                                      |   |  |
|--------------------------------------|---|--|
| <b>01</b> Driver                     | <b>07</b> 3 <sup>rd</sup> Row-Left                    | <b>12</b> Other Unenclosed passenger or cargo area |
| <b>02</b> Front-Middle               | <b>08</b> 3 <sup>rd</sup> Row-Middle                  | <b>13</b> Riding in/on trailing unit               |
| <b>03</b> Front-Right                | <b>09</b> 3 <sup>rd</sup> Row-Right                   | <b>14</b> Riding on vehicle exterior               |
| <b>04</b> 2 <sup>nd</sup> Row-Left   | <b>10</b> Sleeper Section                             | <b>15</b> Unknown                                  |
| <b>05</b> 2 <sup>nd</sup> Row-Middle | <b>11</b> Other Enclosed Passenger area or cargo area |  |
| <b>06</b> 2 <sup>nd</sup> Row-Right  |   |  |
| <b>B</b> Bicycle                     | <b>P</b> Pedestrian                                   | <b>E</b> Engineer (train)                          |

### Motorcycles/In-line Seating

- 01 Motorcycle Driver
- 04 Motorcycle Passenger-One
- 07 Motorcycle Passenger-Two
- 12 Other Unenclosed passenger or cargo area (sidecar)





## Restraint



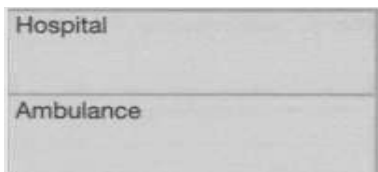
List the **type of restraint** used, or if appropriate, whether a **helmet** was worn. Helmet restraint use is not based off the requirement to wear a helmet, but whether or not one was worn. Refrain from using 09-Restraint use unknown, unless you truly do not know if a restraint was used (i.e., vehicle burned so badly it cannot be determined).

| <u>Restraint</u> |   | <u>Helmet</u> |                    |
|------------------|---|---------------|--------------------|
| 01               | No belts available                                  | 10            | Helmet worn        |
| 02               | Shoulder belt only used                             | 11            | Helmet not worn    |
| 03               | Lap belt only                                       | 12            | Helmet use unknown |
| 04               | Shoulder and lap belt used                          |               |                    |
| 05               | No belts used                                       |               |                    |
| 06               | Child restraint used                                |               |                    |
| 07               | Child restraint not used, not available or improper |               |                    |
| 08               | Restraint failure                                   |               |                    |
| 09               | Restraint use unknown                               |               |                    |
| 06               | Child restraint used                                |               |                    |

If unit type is B (Bicyclist), restraint must be 10 (helmet worn), 11 (helmet not worn) or 12 (helmet use unknown).

If vehicle type is CY (motorcycle), MO (moped), SM (snowmobile) or OR (off-road vehicle) restraint must be 10, 11 or 12.

## Ambulance/Hospital



Enter the hospital code of the hospital where the individual was taken for treatment, see Appendix A. Other valid entries are listed below:

| <u>Code</u> | <u>Hospital Name</u>  |
|-------------|---|
| HOSPT       | Generic Hospital Code   |
| MORGUE      | Morgue (Generic for any area)                                 |
| NONE        | None  |
| OUTSTE      | Out of State Hospital (Generic for any Out of State Hospital) |
| REFUSD      | Refused Medical Treatment                                     |

## Ambulance/Hospital – Cont.

Enter the ambulance code of the ambulance company that was notified, see Appendix B. Other valid entries are listed below:

| <u>Code</u> | <u>Ambulance Name</u>   |
|-------------|---|
| AIRLFT      | Airlift Flight Service (Generic for any area)                   |
| AMB         | Generic Ambulance Service                                       |
| NONE        | None  |
| OUTSTE      | Out of State Ambulance (Generic for any Out of State Ambulance) |
| REFUSD      | Refused Medical Attention                                       |

See Appendix A & B for a list of hospital and ambulance codes. If the name is not found in the appendix, then enter name of the hospital or ambulance in the appropriate box and contact CJIC staff to have the code added to the appendices.



If the Ambulance or Hospital code is not listed or is unknown, choose the generic code.

## Ejected/Trapped

|                       |                       |
|-----------------------|-----------------------|
| Ejected               | Trapped               |
| <input type="radio"/> | <input type="radio"/> |
| Yes                   | Yes                   |

If the involved party was ejected or partially ejected from the vehicle, indicate Yes.

If the involved party was trapped as a result of the crash and mechanical means were needed to extricate the person, indicate Yes.

It may be appropriate to mark ejected and trapped, e.g., an occupant whose body is found hanging outside the door but whose feet are pinned in to the point where mechanical means must be used to free them.

## Owner/Witness/Uninjured Passenger

|   |              |     |      |       |
|---|--------------|-----|------|-------|
| <input type="radio"/> Owner               | Name         |     |      |       |
| <input type="radio"/> Uninjured Passenger | Phone Number | Age | Pos. | Rest. |
| <input type="radio"/> Witness             |              |     |      |       |
| <input type="radio"/> Owner               | Name         |     |      |       |
| <input type="radio"/> Uninjured Passenger | Phone Number | Age | Pos. | Rest. |
| <input type="radio"/> Witness             |              |     |      |       |

The owner, witness or uninjured passenger information may be placed in this area. **Do not use this area for recording information on injured passengers.**

Indicate whether the information being entered is for an owner, witness of the crash or an uninjured passenger. Complete the name, address and phone number information for this person.

If this individual is an uninjured passenger, complete the Age, Position, and Restraint fields.

# **UD-10 Traffic Crash Report Instruction Manual**

## **SECTION 5**

### **Damaged Property Elements**

**Michigan Department of State Police  
Criminal Justice Information Center  
Traffic Crash Reporting Section**

**January 2014**

# **Damaged Property**

## **Person Advised of Damaged Traffic Control**

|   |      |
|---|------|
| Person Advised of Damaged Traffic Control | Date |
|   | Time |
|   | Name |

When there is damage to traffic control devices, contact the proper road authority and report the damage. Any perceived engineering problems should also be reported to the proper road authority. Obtain the name of the person contacted and enter the date, time and name of the person notified.

## **Damaged Property**

|                  |
|------------------|
| Damaged Property |
|------------------|

When property is damaged, other than vehicles, identify the object including domestic animals and traffic control devices, etc.

## **Public Property Damage**

|        |                         |
|--------|-------------------------|
| Public | <input type="radio"/> Y |
|        | <input type="radio"/> N |

Select Yes (Y) if the damaged property was publicly owned. Examples of publicly owned property:

- Impact Attenuator
- Bridge/Pier/Abutment
- Bridge Parapet End
- Bridge Rail
- Guardrail Face
- Guardrail End
- Median Barrier
- Highway Traffic Sign Post
- Luminaire/Light Support
- Utility Pole
- Culvert
- Fence
- Highway/Rail Signal

**Deer or domestic animals are NOT considered Public Property.**

## **Owner and Phone Number of Damaged Property**

|               |
|---------------|
| Owner & Phone |
|---------------|

Enter the full name and complete phone number of the owner of the damaged property.

# **UD-10 Traffic Crash Report Instruction Manual**

## **SECTION 6**

### **Truck/Bus Elements**

**Michigan Department of State Police  
Criminal Justice Information Center  
Traffic Crash Reporting Section**

**January 2014**

# Truck/Bus

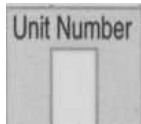
FOR ADDITIONAL INFORMATION IN FILLING OUT THE TRUCK/BUS PORTION, ASSISTANCE MAY BE AVAILABLE BY CONTACTING THE MSP, TRAFFIC CRASH REPORTING UNIT, AT (517) 241-1699.

## Definition of Truck/Bus

1. A truck or truck/trailer having a Gross Vehicle Weight Rating (GVWR) or Gross Combined Weight Rating (GCWR) of more than 10,000 pounds.
2. Any vehicle that displays a hazardous material placard, including automobiles and vans.
3. Any bus or school bus designed or used to transport 9 or more passengers including the driver. (Note: this includes limousines or courtesy vans)

**Note:** If an individual rents a moving truck that is above 10,001 GVWR or GCWR from a commercial company for personal use, the unit information will be added in the truck bus portion of the UD-10. The carrier name field should be written as "Individual" (Do not write his/her name). Areas to leave blank are the address, interstate/intrastate and USDOT/ICCMC/MPSC. Complete all vehicle identifiers such as Commercial Vehicle Type, Type & Axles per Unit, Cargo Body Type, GVWR/GCWR, license information and Hazardous Materials.

## Truck Unit Number



Select the unit number that corresponds to the truck or bus assigned in the Unit Number.

A truck or bus may be reported in any unit area on the UD-10(E). If the crash involves more than one truck or bus, they must have different unit numbers. However, **only one truck or bus may be reported per paper UD-10 form.**



You may enter unlimited truck/bus units.

## Carrier Name



List one of the following in the Carrier Name:

1. The carrier is the person, agency, or corporation that controls the movement of the cargo. The carrier's name shall be obtained from one of the following in this order of preference:

**Note:** The carrier name can be different than the actual owner of the truck.

**Carrier Name – Cont.**

- a. Shipping papers and bills of lading

***Diamond Vogel Paint***

**Delivery Address:**  
McCoy & Hatfield Paints  
123 Fighting Lane  
Mason-Dixon, VA 23231

**Billing Address:**

| HM  | No. of Units | Shipping Description            | Total Quantity |
|---|--------------|---------------------------------|----------------|
| <b>X</b>  | <b>1 box</b> | <b>Aluminum powder, coated,</b> | <b>5 kg</b>    |
|   |              | <b>4.1, UN1309, PGIII</b>       |                |
|   |              |                                 |                |
|   |              |                                 |                |
|   |              |                                 |                |
|   |              |                                 |                |
| <p>This is to certify that the above-named materials are properly classified, described, packaged, marked and labeled, and are in proper condition for transportation according to the applicable regulations of the Department of Transportation.</p> <p style="text-align: right;">Signed <i>Andrew Landers</i></p> <p style="text-align: right;">Date <i>5/25/2005</i></p> |              |                                 |                |

**SAFETY BEGINS WITH YOU!**

- b. Side of the power unit (permanently or temporarily displayed) Keeping in mind that this company is not always the Carrier for the cargo being transported.



## Carrier Name – Cont.

### c. Drivers daily log

The form is a 'Driver's Daily Log' for a 24-hour period. It includes fields for date, total mileage, carrier name, and addresses. A central grid tracks activities: 1: OFF DUTY, 2: SLEEPER BERTH, 3: DRIVING, and 4: ON DUTY (NOT DRIVING) across 24 hours. It also contains signature lines, a recap section with summary statistics, and instructions for use.

### d. From the driver

**Note:** Use the vehicle registration for information as a last resort.

- For government owned and operated vehicles, either federal, state or local agencies, list the government entity as displayed on the vehicle, i.e., Grand Ledge Public Schools, Road Commission for Oakland County, U.S. Army, etc. If an address is given on the vehicle or the registration, list it in the address section.
- For privately owned non-commercial vehicles, such as a six-wheel pickup or small truck over 10,001 lbs, record the word "INDIVIDUAL" as the Carrier Name and leave the address blank.

**Note:** It is very important that the carrier name be listed exactly as it appears on the documents used to identify that carrier. Do not abbreviate the name in any way except for the abbreviations that appear on the documents.

## Carrier Address

The form consists of four rows of input fields: 'Address' (a long row of boxes), 'City' (a row of boxes), 'State' (a row of boxes), and 'Zip' (a row of boxes).

Enter the address of the carrier, company, agency or individual listed in Carrier Name section. Be sure to enter the zip code. Only record a five digit or nine digit code. For a five digit code, do not prefill or backfill with zeros.



## Carrier Source

| Carrier Source        |          |
|-----------------------|----------|
| <input type="radio"/> | Papers   |
| <input type="radio"/> | Vehicle  |
| <input type="radio"/> | Log Book |
| <input type="radio"/> | Driver   |

Identifying the proper carrier is extremely important. The carrier identifies the company or entity responsible for the movement of the cargo. Select the source used to obtain the carrier name. The four sources are discussed in Carrier Name.

## Gross Vehicle Weight Rating (GVWR)/Gross Combination Weight Rating (GCWR)

| GVWR/GCWR |  |  |  |  |
|-----------|--|--|--|--|
|           |  |  |  |  |

Enter the GVWR (Gross Vehicle Weight Rating) or GCWR (Gross Combination Weight Rating) for the vehicle. This information can normally be found on the power unit inside the drivers side door frame or within the cab. For a trailer, the information will normally be found half way down the driver side of the trailer. Both are normally a metal plate, but it can also be stamped into the metal or on a sticker.

To determine if the unit is included in the truck/bus section, determine if the GCWR is over 10,000 lbs. and for hire (commercial purposes). Once that is determined, if the power unit's GVWR is less than 26,001 lbs., you must add the GVWR weight of the power unit to the GVWR of all the trailers to determine the GCWR. If the trailer is not displaying a GVWR plate, there are three options to determine its GVW (gross vehicle weight).

- 1) Check all paperwork for indications of the GVWR
- 2) The trailer and its load can be weighed by scales.
- 3) The method least preferred is to utilize the registration weight from Michigan Department of State (SOS). If no weight is listed on the registration, leave the area blank.

If the GVWR plate or sticker cannot be found on the power unit, enter the weight listed on the registration (see figures #11 and #13 below). If no weight appears on the registration, leave this box blank.

| MICHIGAN REGISTRATION  |                 | RICHARD H. AUSTIN<br>Secretary of State |        |
|--|-----------------|---|--------|
| 999QLQ   |                 |   |        |
| EXPIRES ON:  | Months          | CORRECTION REGISTRATION                 |        |
| 020395   | 12              |   |        |
| Year   | Make            | Body Style                              | Code   |
| 86   | GHC             | STA WGN                                 | 01     |
| Vehicle Number   | Fee Cst. or Mt. | License Fee                             |        |
| 1GDDH1SZCGRS26977  | 0               | 0.00                                    |        |
| Owner's Driver License Number  |                 | County of Residence                     |        |
| 00000000000000   |                 | INGHAM                                  |        |
| Owner's Complete Name and Address                                      |                 |   |        |
| ANNE CARR DRIVER<br>123 MAIN ST<br>LANSING MI 48933                    |                 |   |        |
| 050294 DSE122097 0005  |                 | 0.00                                    |        |
| COMPLETE THE INSURANCE AND SIGNATURE REQUIREMENTS ON THE REVERSE SIDE. |                 | Amount Received                         | Change |
| TALC (MIS)   |                 |   |        |

| MICHIGAN APPORTIONED REGISTRATION CAB CARD  |             |               |                 | The vehicle described has been proportionally registered between the State of Michigan and the jurisdictions shown below. |         |                  |                |
|---|-------------|---------------|-----------------|---|---------|------------------|----------------|
| Owner Lessee  |             |               |                 | Plate Number: RH8509  |         |                  |                |
| AUGUST C FISH   |             |               |                 | CA QUAL   | CO QUAL | CA 000000        | HU 000000      |
| Unit Number   | Year        | Make          | Type            | Fuel  |         |                  |                |
| 1A  | 89          | GHC           | TK              | D   |         |                  |                |
| Vehicle Identification Number   |             |               |                 | Gross Vehicle Weight  |         |                  |                |
| 222222222   |             |               |                 | 000000  |         |                  |                |
| Unladen Weight  | County Code | Tab Number    |                 |   |         |                  |                |
| 12000   | 33          | 0000009       |                 |   |         |                  |                |
| Mt. Reg. Fee  | Misc. Fee   | Mt. Total Fee | Date Registered |   |         |                  |                |
| 219.61  | 0.00        | 219.61        | 11/04/92        |   |         |                  |                |
| Account Number  |             |               |                 | Operator Lessee   |         |                  |                |
| 99999 002 000   |             |               |                 |   |         |                  |                |
| AUGUST C FISH   |             |               |                 |   |         |                  |                |
| 212 TIME OFF DR   |             |               |                 |   |         |                  |                |
| LANSING MI 48906  |             |               |                 |   |         |                  |                |
| STATE OF MICHIGAN — DEPARTMENT OF STATE   |             |               |                 |   |         |                  |                |
| <small>Authority granted under Act No. 124 (74-1982)<br/>No jurisdictions are to be listed after the row of asterisks or card is invalid. This card must be carried in the vehicle to which it is issued or be subject to confiscation. Copies are not valid.</small> |             |               |                 |   |         |                  |                |
|   |             |               |                 |   |         | EXPIRES 09-30-93 | 1993<br>SP2088 |

## ICCMC/USDOT/MPSC

|       |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|-------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| ICCMC |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| USDOT |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| MPSC  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

There are three types of carrier numbers that may be found on trucks and buses. Carrier licensing numbers are found on the power unit. Record the carrier numbers that are associated with the carrier name for that power unit.

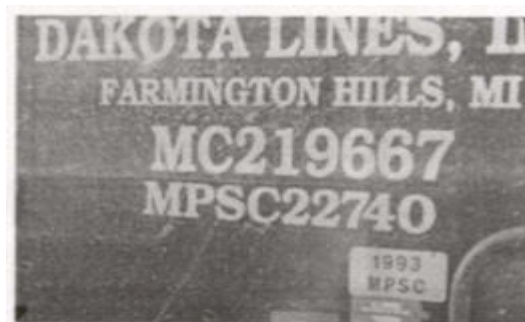
### 1. Interstate Commerce Commission Motor Carrier (ICCMC)



### 2. United States Department of Transportation (USDOT)



### 3. Michigan Public Service Commission (MPSC)



These carrier numbers shall be recorded on the UD-10(E) if available.

## Driver's CDL Type

Driver's CDL Type

|                         |                            |                         |                         |                         |
|-------------------------|----------------------------|-------------------------|-------------------------|-------------------------|
| <input type="radio"/> A | <input type="radio"/> C    | <input type="radio"/> H | <input type="radio"/> P | <input type="radio"/> T |
| <input type="radio"/> B | <input type="radio"/> None | <input type="radio"/> N | <input type="radio"/> S | <input type="radio"/> X |

For commercial drivers, mark all code letters as displayed in the "C.D.L. Type" box on the driver license. **Multiple selections may be made.**

Group  
"A" "B" "C"            with            Endorsements  
"H" "N" "P" "T" "X"

The following is a list of required license endorsements and types for the specific vehicle driven. This list is a helpful tool for traffic enforcement. Continue to document what the driver is issued on the UD-10(E). Available Type/Endorsement combinations are:

|  |     |
|--|-----|
| Group A vehicle                                | A   |
| Group A vehicle, Hazardous                     | AH  |
| Group A vehicle, Tank                          | AN  |
| Group A vehicle, Passenger                     | AP  |
| Group A vehicle, Double/Triple                 | AT  |
| Group A vehicle, Tank & Hazardous              | AX  |
| Group A vehicle, Tank & Double/Triple          | ANT |
| Group A vehicle, Hazardous, Double/Triple      | AHT |
| Group A vehicle, Hazardous Tank, Double/Triple | ATX |
| Group A vehicle, School Bus                    | APS |
| Group B vehicle                                | B   |
| Group B vehicle, Hazardous                     | BH  |
| Group B vehicle, Tank                          | BN  |
| Group B vehicle, Passenger                     | BP  |
| Group B vehicle, Tank & Hazardous              | BX  |
| Group B vehicle, School Bus                    | BPS |
| Group C vehicle, Hazardous                     | CH  |
| Group C vehicle, Passenger                     | CP  |
| Group C vehicle, Tank & Hazardous              | CX  |
| Group C vehicle, School Bus                    | CPS |

Note: For further information regarding CDL requirements for commercial vehicle operation, see Vehicle Type.

## Interstate/Intrastate

Interstate  
 Intra (MI Only)

If the power unit shows an Interstate Commerce Commission Motor Carrier (ICCMC), select Interstate.

For all privately used (non-commercial/rental trucks), federal, state and local government owned vehicles, select Intrastate (Michigan only).

To determine the transportation status of a carrier there are three resources to utilize:

- 1) Ask the driver
- 2) If a ICCMC is present, select interstate.
- 3) Check the safer website, <http://safer.fmcsa.dot.gov/companysnapshot.aspx>

## CDL Restrictions

CDL Restrictions  
 28  29  30

These restrictions are only for Michigan licensed drivers. A sticker with all restrictions is placed on the back of the driver's license and applicable restrictions are circled in red. Select all those CDL restrictions in the "C.D.L. Restrictions" box that are circled in red on the back of the driver's license.

- 28 CDL Not Valid for Vehicle with Air Brakes
- 29 CDL P Endorsement Valid in Group B or C Vehicle Only
- 30 CDL P Endorsement Valid in Group C Vehicle Only

## CDL Exempt

CDL Exempt  Farm  Other

If the driver is operating a commercial vehicle that requires a CDL but has no CDL, it **must** be determined if that driver is exempt from the CDL. That determination is made by the investigating officer and is based on the operation being performed. Exemptions are not listed on the driver license.

### Exemptions:

1. **Farm**, if the driver is farm exempt and is within a 150 mile radius of the farm.

The **Other** three exemptions to the CDL requirements are:

2. Qualified military drivers in military vehicles.
3. Qualified firefighters operating authorized emergency vehicles.
4. Persons operating a vehicle used exclusively to transport personal possessions or family members for non-business purposes. If one of these exemptions applies, mark Other.

Exemptions are listed in Section 257.302 and 257.312e, (9), (10), (11), (12) and (13) of the Michigan Vehicle Code (revised 2003).

# Vehicle Type

|              |                          |                          |                          |                          |
|--------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Vehicle Type | <input type="radio"/> AS | <input type="radio"/> AL | <input type="radio"/> BS | <input type="radio"/> CX |
|              | <input type="radio"/> AA | <input type="radio"/> AT | <input type="radio"/> BB | <input type="radio"/> BX |
|              | <input type="radio"/> AH | <input type="radio"/> AX | <input type="radio"/> BH | <input type="radio"/> CH |
|              | <input type="radio"/> AN | <input type="radio"/> AY | <input type="radio"/> BN | <input type="radio"/> CP |
|              | <input type="radio"/> AP | <input type="radio"/> AZ | <input type="radio"/> BP | <input type="radio"/> CS |

**Group A:** Any combination of vehicles with a gross combination weight rating (GCWR) of 26,001 pounds or more provided the GVWR of the vehicle(s) being towed is in excess of 10,000 pounds.

| Vehicle Two-Position Codes |  |
|----------------------------|--|
| AA                         | Group A vehicle                                |
| AH                         | Group A vehicle, Hazardous                     |
| AN                         | Group A vehicle, Tank                          |
| AP                         | Group A vehicle, Passenger with Trailer        |
| AT                         | Group A vehicle Double/Triple                  |
| AX                         | Group A vehicle, Tank & Hazardous              |
| AY                         | Group A vehicle, Tank & Double/Triple          |
| AZ                         | Group A vehicle, Hazardous, Double/Triple      |
| AL                         | Group A vehicle, Hazardous Tank, Double/Triple |
| AS                         | Group A vehicle, School Bus with Trailer       |






## Vehicle Type – Cont.

**Group B:** Any single vehicle (including buses) with a GVWR of 26,001 lbs. and greater, or a combination of vehicles with a combined GVWR over 26,000 lbs. when towing a trailer that has a GVWR of 10,000 lbs. or less.

| Vehicle Two-Position Codes |  |
|----------------------------|--|
| BB                         | Group B vehicle                              |
| BH                         | Group B vehicle, Hazardous                   |
| BN                         | Group B vehicle, Tank                        |
| BP                         | Group B vehicle, Passenger, Transit, Charter |
| BX                         | Group B vehicle, Tank & Hazardous            |
| BS                         | Group B vehicle, Large School Bus            |




## Vehicle Type – Cont.

**Group C:** Any single vehicle with a GVWR of less than 26,001 lbs. or a combination of vehicles having a combined GVWR under 26,001 lbs. when the vehicle is required to display placards for hazardous material or designed to carry 16 passengers (including driver).

| Vehicle Two-Position Codes |  |
|----------------------------|--|
| CH                         | Group C vehicle, Hazardous                   |
| CP                         | Group C vehicle, Passenger, Transit, Charter |
| CX                         | Group C vehicle, Tank & Hazardous            |
| CS                         | Group C vehicle, Small School Bus            |



## Vehicle Type – Cont.

**Group O:** Any vehicle being used for commercial purposes and does not fall into the categories of Group A, B or C but is over 10,001 pounds and less than 26,001 pounds. Vehicle type must be marked as truck/bus, and the truck/bus section must be completed. Within the truck/bus section, vehicle type should be marked “Other.”





## Type and Axles Per Unit

| Type & Axles Per Unit | First | Second | Third | Fourth |
|-----------------------|-------|--------|-------|--------|
|                       |       |        |       |        |

Enter the total number of axles per unit. Starting with the left box, first enter the power unit and then each trailer or towed unit.

If the truck is a truck tractor (a vehicle designed only to tow other units and has no cargo body), **place a "T" in front of the number** of axles for the power unit.

If the trailer is a semi-trailer (designed so that part of the trailer load is carried on the towing unit), **place an "S" in front of the number** of axles in the appropriate box.

A Bus (commercial or school) is designated by the number of seats in the vehicle (including the driver's) and **will not** list the number of axles.

For Type and Axles:

Enter **B1** in the first box if a bus has seating of 9 to 15 including the driver

Enter **B2** in the first box if a bus has seating of 16+

Example: A three axle dump truck pulling a utility trailer with a bulldozer would be listed as **3-S2**. The "S2" designates a two-axle semi-trailer that places part of the trailer weight on the towing unit.

|  |   |   |   |
|--|---|---|---|
|  | 3 | S | 2 |
|--|---|---|---|

Example: A truck tractor towing a van semi-trailer would be **T3-S2**. The "T3" designates a three-axle truck tractor and the "S2" designates a two-axle semi-trailer.

|   |   |   |   |
|---|---|---|---|
| T | 3 | S | 2 |
|---|---|---|---|

Example: A truck tractor towing a gravel semi-trailer/trailer combination (doubles) would be listed as **T3-S3-5**. The "S3" designates a three-axle semi-trailer, and the "5" designates a five-axle full trailer which does not place any of the load on the towing unit except for the tongue weight.

|   |   |   |   |  |   |
|---|---|---|---|--|---|
| T | 3 | S | 3 |  | 5 |
|---|---|---|---|--|---|

Example: A school bus with seating for 30 passengers including the driver would be B2 in the first box. The "B2" designates a bus with seating for 16 or more passengers.

|   |   |
|---|---|
| B | 2 |
|---|---|

## Cargo Body Type

|                 |   |   |   |   |   |   |   |   |
|-----------------|---|---|---|---|---|---|---|---|
| Cargo Body Type | ① | ② | ③ | ④ | ⑤ | ⑥ | ⑦ | ⑧ |
|-----------------|---|---|---|---|---|---|---|---|

Indicate body type of the truck being reported and select **only one** of the following:

- |                       |   |
|-----------------------|---|
| 1. Van (enclosed box) | 5. Concrete mixer                           |
| 2. Cargo tank         | 6. Auto transporter                         |
| 3. Flatbed/platform   | 7. Garbage/refuse                           |
| 4. Dump               | 8. Other/unknown/Bus (commercial or school) |

Example: A dump truck towing a lowboy trailer with a dozer would be listed as a Dump truck. However, a truck-tractor towing a lowboy semi-trailer with a dozer will be listed as a Flatbed/platform because the truck tractor has no cargo body.

Van (enclosed box) is meant to be used with the normal enclosed cargo box whether it be a semi-trailer or a straight truck body. This category was not meant for use with a bus.

## Cargo Body Type – Cont.

Cargo Tank means a completely enclosed tank type body designed to transport liquid, gaseous and flowable solid material (powder, granular, etc.).

Auto transporter is only used for truck/trailer auto transport vehicles. Straight trucks transporting vehicles will be listed under Flatbed/platform, as appropriate.

There are several types of vehicles that best fit in the Other category. These include such vehicles as tow trucks without a flatbed, utility and line trucks, pole trailers and special use vehicles not otherwise listed. Buses, pickups and bobtail truck tractors (without a trailer) will also be listed under Other.

## Medical Card



Drivers of trucks with a gross vehicle weight greater than 10,001 pounds (4,537 kilograms) **actual weight or GVWR**; or interstate commercial buses designed for carrying 16 or more passengers including the driver; or any vehicle requiring placards for hazardous materials must be medically qualified and carry a medical examiners certificate (**See below**). Some intrastate drivers who have a long continuous service with a company may have qualified for the grandfather medical waiver and will carry a certificate stating so. A very limited number of drivers may carry a medical waiver certificate for a physical disability.

Select Yes if the driver has a medical card, grandfather card, or medical waiver certificate.

| MEDICAL EXAMINER'S CERTIFICATE  |   |  |
|---|---|--|
| I certify that I have examined _____ In accordance with the Federal Motor Carrier Safety Regulations (49 CFR 391.41-391.49) and with knowledge of the driving duties, I find this person is qualified; and, if applicable, only when: |   |  |
| <input type="checkbox"/> wearing corrective lenses  | <input type="checkbox"/> driving within an exempt intracity zone (49 CFR 391.62)              |  |
| <input type="checkbox"/> wearing hearing aid  | <input type="checkbox"/> accompanied by a Skill Performance Evaluation Certificate (SPE)      |  |
| <input type="checkbox"/> accompanied by a _____ waiver exemption  | <input type="checkbox"/> Qualified by operation of 49 CFR 391.64                              |  |
| The information I have provided regarding this physical examination is true and complete. A complete examination form with any attachment embodies my findings completely and correctly, and is on file in my office.                 |   |  |
| SIGNATURE OF MEDICAL EXAMINER   | TELEPHONE   | DATE   |
| MEDICAL EXAMINER'S NAME (PRINT)   | <input type="checkbox"/> MD <input type="checkbox"/> DO <input type="checkbox"/> Chiropractor | <input type="checkbox"/> Advanced Practice Nurse |
|   | <input type="checkbox"/> Physician Assistant  |  |
| MEDICAL EXAMINER'S LICENSE OR CERTIFICATE NO./ISSUING STATE   |   |  |
| SIGNATURE OF DRIVER   | DRIVER'S LICENSE NO.  | STATE  |
| ADDRESS OF DRIVER   |   |  |
| MEDICAL CERTIFICATE EXPIRATION DATE   |   |  |

## Hazardous



### **Placard**

If the vehicle had hazardous material placards displayed, select Yes. This does not include Drive Safely or other similarly worded placards.

### **Spill**

If hazardous materials were spilled/released from the vehicle during the crash, select Yes. Materials that spill but are contained within the vehicle and not released to the outside will not be considered as spilled/released for this report.

**Only the cargo is to be considered for this question.** This does not include fuel from the vehicle fuel tanks or other hazardous material spilled from a fixed containment that was struck by any of the vehicles during the crash.

If there is more than one type of hazardous material placard displayed on a motor vehicle, record the information of the hazardous material spilled. If no material was spilled, record a table 1 material over a table 2 material. If both are from a single table, record the material with the highest quantity of material transported.

The presence of any hazardous material should be reported. Any questions about a hazardous material spill, please contact the Michigan State Police, Commercial Vehicle Enforcement Division, Hazardous Material Section at (517) 241-0551. Section investigators will assist with mitigating the incident and will check the motor carrier for Haz Mat regulation compliance. A section investigator may be reached at all times by calling Michigan State Police Operations at (517) 241-8000.

## Hazardous Material Placard Identification Number



If a Hazardous Material Placard is displayed, select the four-digit identification number that appears in the center of the diamond-shaped placard or orange panel, whichever is applicable. If more than one placard appears on the panel, list only one.



# **UD-10 Traffic Crash Report Instruction Manual**

## **SECTION 7**

### **Crash Diagram and Remarks**

**Michigan Department of State Police  
Criminal Justice Information Center  
Traffic Crash Reporting Section**

**January 2014**

# Crash Diagram and Remarks

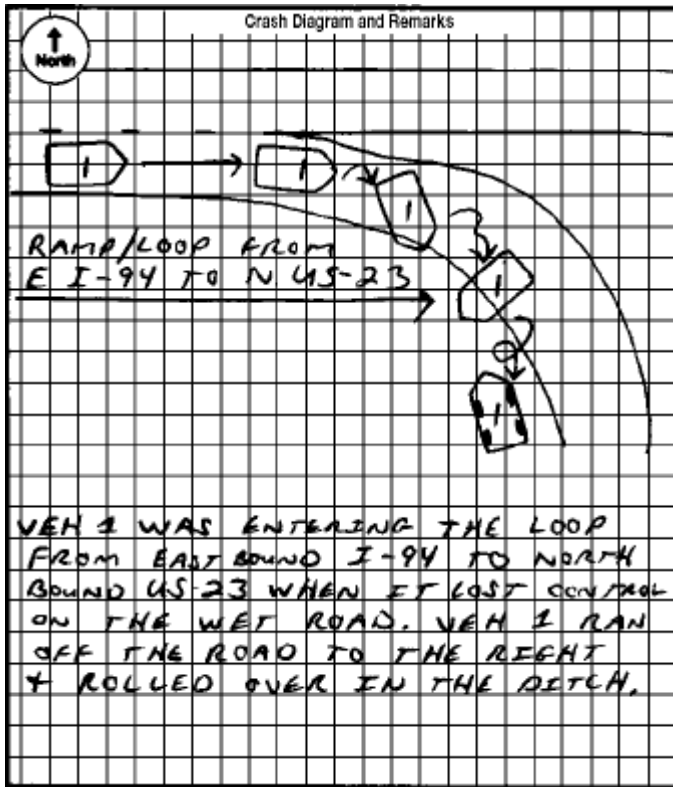
**A Crash Diagram and Remarks is Strongly Suggested on all Crashes and is Required for all Fatal and Injury Crashes.**

Use this section to diagram the event and add any necessary remarks to explain what occurred. The Fatality Analysis Reporting System (FARS) requires this information.

Submit a diagram that conveys a good picture of the actual events leading up to the crash through the time period where events had stabilized.

**Example:**

Paper UD-10



Electronic UD-10(E)

Narrative  
#2 advise he was on 48th and wanted to go south on Waverly. #2 stated he moved up and checked on traffic. #2 stated he saw a car coming and didn't feel it was safe. He waited for the car to pass and was rear ended by #1. #1 stated he believed #2 had proceeded. #1 advised he was looking to the left and hit #2. #2 was from Germany and had a German license.

- If drugs or alcohol were involved but were not a contributing factor please make note of it in the remarks section
- List anything that might help to remind you what happened if you need to appear in court (UD-10(E)'s are not admissible)
- List advisory speed limits
- List any other vehicle not directly involved in the crash, but may have contributed to it
- The more detailed the diagram and remarks, the more it assists engineers and road commissions to make better decisions in their efforts to minimize crash numbers and/or severity.
- **Do not include any personal information in the remarks section.**

# **UD-10 Traffic Crash Report Instruction Manual**

## **SECTION 8**

### **Fatality Analysis Reporting System (FARS)**

**Michigan Department of State Police  
Criminal Justice Information Center  
Traffic Crash Reporting Section**

**January 2014**

# **Fatality Analysis Reporting System (FARS)**

The Fatality Analysis Reporting System (FARS) gathers data on the most severe traffic crashes that occur each year - those that result in loss of human life.

The system was conceived, designed, and developed by the National Center for Statistics and Analysis (NCSA) of the National Highway Traffic Safety Administration (NHTSA) to provide an overall measure of highway safety, to help identify traffic safety problems, to suggest solutions and to help provide an objective basis on which to evaluate the effectiveness of motor vehicle safety standards and highway safety programs.

FARS became operational in 1975 and contains data on fatal traffic crashes within 50 States, the District of Columbia and Puerto Rico. To be included in FARS, a crash must involve a motor vehicle traveling on a trafficway open to the public, and must result in the death of a person (vehicle occupants or non-motorist). Any fatal crash involving a snowmobile or ORV shall be submitted to FARS, regardless of where it occurred.

The FARS file contains descriptions, in a standard format, of each fatal crash reported. Each crash has more than 100 different coded data elements that characterize the crash, the vehicles, and the people involved. The specific data elements may be modified slightly each year to conform to changing user needs, vehicle characteristics, and highway safety emphasis areas. The FARS analyst reviews the UD-10 to complete all data elements reported on five forms:

The **Crash Form** contains specific information such as the time and location of the crash, the first harmful event, whether it is a hit-and-run crash, whether a school bus was involved, the number of vehicles and people involved and weather conditions.

The **Vehicle Form** contains data on each vehicle involved in the crash. Specific data include the vehicle type, role in the crash, initial and principal impact points, the most harmful event.

The **Driver Form** contains driver's record and license status including mandated CDL information.

The **Person Form** contains data on each person involved in the crash: his or her age and sex, role in the crash (driver, passenger, non-motorist), alcohol and drug involvement, injury severity and restraint use.

The **Pre-Crash Form** contains data describing roadway attributes, driver's actions and details prior to the first harmful event.

The data collected within FARS do not include any personal identifying information such as names, addresses, or social security numbers. Thus, any data kept in FARS files are made available to the public to fully conform to the Privacy Act laws. An overview of FARS data is published in various fact sheets and in an annual report. These are all available to the public. The annual report contains a comprehensive analysis of the year's data and includes some past year's data with comparative analyses.

Michigan has participated in the FARS program since its inception. The FARS analyst gathers, translates and enters data directly into NHTSA's central computer data file. Data is automatically checked when entered for acceptable range values and for consistency.



## **Fatality Analysis Reporting System (FARS) – Cont.**

FARS data is used extensively within NHTSA; and requests are received from sources such as state and local governments, research organizations, private citizens, the auto and insurance industries, Congress, and the media. Specific FARS data uses include the evaluation of:

- legal drinking age legislation
- motorcycle helmet usage legislation
- repeat offender
- restraint usage laws
- speed limit
- safety design of cars and light trucks
- safety of large trucks on the highway

FARS data can be accessed at the state level by the FARS analyst to respond to state safety issues. Users may request specific data from the Center at no charge for most requests, generally within two weeks allowing more time for complex or lengthy reports. Also users can obtain a file on computer tape in one of several formats amenable to analysis. This will allow processing of the data using the law enforcement agency's computer system. FARS website address is: [www-fars.nhtsa.dot.gov](http://www-fars.nhtsa.dot.gov).

To request FARS information, contact:

FARS Analyst  
Michigan State Police  
Criminal Justice Information Center  
P.O. Box 30634  
Lansing, MI 48909  
Phone (517) 241-1742 or (517) 241-1749

# REPORTING FATAL CRASHES VIA L.E.I.N

Accident Report: Fatal Motor Vehicle

---

**Roadway (Select all that apply):**

**SURFACE:**     Concrete    Blacktop    Gravel    Dirt

**ALIGNMENT:**     Straight    Curve    Hillcrest

**PROFILE:**         Level        Grade

**Crash Involved Alcohol or Drugs:**

**Time EMS Dispatched:**         **Time EMS Arrived:**

**Victim #1**     /  /  /  (L/F/M/S)

**DOB: (mm)**     (dd)  (ccyy)

**Age:**                **Sex:**

**Address:**            **City:**         **State:**         **Zip:**

**Person Type:**         **Date of Death:**         **Time:**

**Relatives Notified:**         **Alcohol/Drug:**         **Restraint:**         **Airbag:**

**Vehicle Year/Make/Model:**

**Victim #2**     /  /  /  (L/F/M/S)

**DOB: (mm)**     (dd)  (ccyy)

**Age:**                **Sex:**

**Address:**            **City:**         **State:**         **Zip:**

**Person Type:**         **Date of Death:**         **Time:**

**Relatives Notified:**         **Alcohol/Drug:**         **Restraint:**         **Airbag:**

**Vehicle Year/Make/Model:**

**Victim #3**     /  /  /  (L/F/M/S)

**DOB: (mm)**     (dd)  (ccyy)

**Age:**                **Sex:**

**Address:**            **City:**         **State:**         **Zip:**

**Person Type:**         **Date of Death:**         **Time:**

**Relatives Notified:**         **Alcohol/Drug:**         **Restraint:**         **Airbag:**

**Vehicle Year/Make/Model:**

**Opr:**

**REMINDER- STATUTE 257.625A(10) REQUIRES THAT BLOOD SAMPLES BE TAKEN AND TESTED FOR ALL DECEASED DRIVERS.**

**PLEASE FORWARD THE INITIAL UD-10 REPORT AND RELATED INVESTIGATIVE REPORTS WITHIN 10 DAYS OR AS SOON AS PRACTICAL TO:**

**MICHIGAN DEPARTMENT OF STATE POLICE, CRIMINAL JUSTICE DATA CENTER**

**DO NOT UNDULY DELAY SUBMISSION OF THESE INITIAL REPORTS PENDING BLOOD TESTS. OR PROSECUTION. SEND ADDITIONAL REPORTS WHEN AVAILABLE. THANK YOU.**

**TO REPORT ALCOHOL/DRUG TEST RESULTS, PLEASE PHONE FARS UNIT (517) 241-1699**

# **UD-10 Traffic Crash Report Instruction Manual**

## **SECTION 9**

### **Glossary**

**Michigan Department of State Police  
Criminal Justice Information Center  
Traffic Crash Reporting Section**

**January 2014**

# **Glossary**

Some definitions given are for purposes of UD-10 Traffic Crash Report completion only and should not be used for enforcement or prosecution purposes.

## ***At-intersection crash***

Traffic crash where the first harmful event occurs at the exact intersecting point of the centerlines of the two roadways. See Within-Intersection Crash.

## ***Bicycle***

Bicycle means a device propelled by human power upon which a person may ride, having either 2 or 3 wheels in a tandem or tricycle arrangement, all of which are over 14 inches in diameter. MCL 257.4

## ***Bridge abutment***

Vertical support structure that retains the earth supporting the bridge ends. See Bridge pier.

## ***Bridge parapet end***

The end of a bridge or bridge rail, as opposed to the "facing" which is that portion of the bridge rail beyond its end.

## ***Bridge pier***

Freestanding column that supports the weight of a bridge. The column is not enclosed or backed by earth. See Bridge abutment.

## ***Bus***

Any passenger-carrying vehicle used for hire and used to transport 9 or more passengers, including the driver.

## ***Commercial Motor Vehicle***

Has a gross combination weight rating of 26,001 pounds or more inclusive of a towed unit(s) with a gross vehicle weight rating of more than 10,000 pounds; has a gross vehicle weight rating of 26,001 pounds or more; is designed to transport 16 or more passengers, including the driver; and is of any size and is used in Hazardous Materials transport.

## ***Crash***

An unstabilized situation that includes at least one harmful event. Also, that occurrence in a sequence of events that usually produces injury, death or property damage.

## ***Crash cushion***

See Impact attenuator.

## ***Culvert***

Enclosed (covered) channel under a road or driveway to allow water to pass.

## ***Elected gross weight***

Elected gross weight means the empty weight of a vehicle or combination of vehicles, fully equipped for service, plus the weight of the maximum load which the owner has elected to carry on such vehicle or combination of vehicles. MCL 257.13a

## ***Engineer, railroad***

A person who operates a train engine.

## **Glossary – Cont.**

### ***Farm tractor***

Farm tractor means every motor vehicle designed and used primarily as a farm implement for drawing plows, mowing machines, and other implements of husbandry. MCL 257.16

### ***Fifth wheel travel trailer***

A trailer designed for recreational use that is normally towed by a pickup truck. The fifth wheel hitch has an upper and lower coupling device; the lower half is mounted in the bed of the towing unit. The upper half consists of a plate and kingpin which is attached to the towed vehicle (fifth wheel travel trailer). A fifth wheel travel trailer is the only type of travel trailer that meets the requirement for use as the first towed unit in recreational doubles.

### ***Gore***

Gore means an area of land where two roadways diverge or converge. The area is bounded on two sides by the edges of the roadways that join at the point of divergence or convergence. The direction of traffic must be the same on both sides of these roadways. The gore is considered to start or end at the point where the painted pavement edge lines of the two roadways diverge or converge.

### ***Gross Combination Weight Rating (GCWR)***

The value specified by the manufacturer as the maximum loaded weight of a combination vehicle. In the absence of a label, the GCWR can be calculated by adding the GVWR of the power unit to the GVWR of the vehicle(s) or trailer(s) being towed.

### ***Gross Vehicle Weight Rating (GVWR)***

The maximum rated loaded weight in pounds of a single vehicle. Vehicle manufacturers specify the GVWR and this can be found on the vehicle certification label.

### ***Gross weight***

Gross weight means the weight of a vehicle without load plus the weight of any load thereon. MCL 257.19

### ***Harmful event***

Harmful event means an occurrence of injury or damage.

### ***Highway or street***

Highway or street means the entire width between the boundary lines of every way publicly maintained when any part thereof is open to the use of the public for purposes of vehicular travel. MCL 257.20

### ***Ignition Interlock Devices***

Ignition Interlock device means an alcohol concentration measuring device that prevents a motor vehicle from being started at any time without first determining through a deep lung sample the operators breath alcohol level. MCL 257.625L

### ***Immersion***

The act of plunging into a liquid (water).

### ***Impact attenuator***

A protective device that protects errant vehicles from impacting fixed-object hazards by (1) gradually decelerating the vehicle and (2) re-directing its path of travel away from the fixed object.

## **Glossary – Cont.**

### ***Implement of husbandry***

Implement of husbandry means a vehicle which is either a farm tractor, a vehicle designed to be drawn by a farm tractor or an animal, a vehicle which directly harvests farm products, or a vehicle which directly applies fertilizer, spray, or seeds to a farm field. MCL 257.21

### ***Intersection***

Intersection means:

(a) The area embraced within the prolongation or connection of the lateral curb lines, or, if none, then the lateral boundary lines of the roadways of two (2) highways which join one another at, or approximately at, right angles, or the area within which vehicles traveling upon different highways joining at any other angle may come in conflict.

(b) Where a highway includes two (2) roadways 30 feet or more apart, then every crossing of each roadway of such divided highway by an intersecting highway shall be regarded as a separate intersection. In the event such intersecting highway also includes two (2) roadways 30 feet or more apart, then every crossing of two (2) roadways of such highways shall be regarded as a separate intersection. MCL 257.22

Also: An area within the extended pavement lines at points where two highways join or cross (from Dictionary of Civil Engineering).

### ***In transport***

The term in transport denotes the state or condition of a vehicle that is in motion or within the portion of a way ordinarily used by similar vehicles. When applied to motor vehicles, in transport means in motion or on a roadway.

Inclusions:

- Motor vehicle in traffic on a highway
- Driverless motor vehicle in motion
- Motionless motor vehicle abandoned on a roadway
- Disabled motor vehicle on a roadway
- And others

A parked motor vehicle in roadway lanes used for travel during rush hours and parking during off-peak periods is in transport during periods when parking is forbidden.

### ***Luminaire/light support***

A complete lighting unit, consisting of lamp(s), support pole and wiring

### ***Median***

The median is the distance or area between the inside left-hand pavement edges of a divided highway.

### ***Moped***

Moped means a 2- or 3-wheeled vehicle which is equipped with a motor that does not exceed 50 cubic centimeters piston displacement, produces 2.0 brake horsepower or less, and cannot propel the vehicle at a speed greater than 30 miles per hour on a level surface. The power drive system shall not require the operator to shift gears. MCL 257.32b

## **Glossary – Cont.**

### ***Motorcycle***

Motorcycle means every motor vehicle having a saddle or seat for the use of the rider and designed to travel on not more than 3 wheels in contact with the ground but excluding a tractor. MCL 257.31

### ***Motor home***

Motor home means a motor vehicle constructed or altered to provide living quarters, including permanently installed cooking and sleeping facilities, and is used for recreation, camping, or other non-commercial use. MCL 257.32a

### ***Motor vehicle***

Motor vehicle means every vehicle that is self-propelled and every vehicle which is propelled by electric power obtained from overhead trolley wires, but not operated upon rails. MCL 257.33

### ***Non-profit organization registration***

A vehicle registration issued to certain non-profit organizations such as Civil Air Patrol, churches, and civic clubs. Sometimes referred to as a Y-Plate. MCL 257.224

### ***Non-traffic area***

An area not designed for purposes of through vehicular travel. Generally, an area with roadways that is not part of the state, county, or local road system. Non-traffic areas include shopping center parking areas and service-access roads, parking ramps, parklands and school properties.

### ***ORV***

ORV vehicle means a motor-driven off-road recreation vehicle capable of cross-country travel without benefit of a road or trail, on or immediately over land, snow, ice, marsh, swampland, or other natural terrain.

It includes, but is not limited to, a multitrack or multiwheel drive or low pressure tire vehicle; a motorcycle or related 2-wheel or 3-wheel vehicle; an amphibious machine; a ground effect air cushion vehicle; or other means of transportation deriving motive power from a source other than muscle or wind.

ORV vehicle does not include a registered snowmobile; a farm vehicle being used for farming; a vehicle used for military, fire, emergency, or law enforcement purposes; a construction or logging vehicle used in performance of its common function; or a registered aircraft.

MCL 324.71101

### ***Parking***

Parking means standing a vehicle, whether occupied or not, upon a road, when not loading or unloading, except when making necessary repairs. MCL 257.38

### ***Pedalcycle***

A non-motorized vehicle propelled by pedaling. It includes unicycles, bicycles, and tricycles.

### ***Pedestrian***

Person on foot; person on skis, skates or roller blades; rider of horse; horse and buggy (each occupant, including the driver, will be listed as a separate pedestrian unit); non-motorized wheel chair.

## **Glossary – Cont.**

### ***Ramp***

An auxiliary roadway used for entering or leaving thru-traffic lanes.

### ***Recreational double***

Pulling vehicle equipped with fifth wheel and/or pulling two trailers, used for recreation and personal travel, as opposed to commercial use.

### ***Roadway***

Roadway means that portion of a highway improved, designed, or ordinarily used for vehicular travel. In the event a highway includes two (2) or more separate roadways, the term roadway, as used herein, shall refer to any such roadway separately, but not to all such roadways collectively. MCL 257.55

### ***School bus***

School bus means every motor vehicle, except station wagons, with a manufacturers rated seating capacity of 16 or more passengers, including the driver, owned by a public, private, or governmental agency and operated for the transportation of children to or from school, or privately owned and operated for compensation for the transportation of children to or from school. School bus does not include buses operated by a municipally owned transportation system or by a common passenger carrier certificated by the state transportation department. MCL 257.57

### ***Semi-trailer***

Semi-trailer means every vehicle with or without motive power, other than a pole-trailer, designed for carrying persons or property and for being drawn by a motor vehicle and so constructed that some part of its weight and that of its load rests upon or is carried by another vehicle. MCL 257.59

### ***Shoulder; ditch slope***

Shoulder means that portion of the highway contiguous to the roadway generally extending the contour of the roadway, not designed for vehicular travel but maintained for the temporary accommodation of disabled or stopped vehicles otherwise permitted on the roadway.

Ditch slope is that portion of the highway adjacent to the shoulder if one exists or adjacent to the roadway on roads without shoulders, extending to the bottom of the roadside ditch and is not constructed or maintained for the use of any vehicles except those engaged in construction or maintenance. MCL 257.59a

### ***Snowmobile***

Snowmobile means any motor driven vehicle designed for travel primarily on snow or ice of a type which utilizes sled runners or skis, or an endless belt tread or any combination of these or other similar means of contact with the surface upon which it is operated; but is not a vehicle which must be registered under Act No. 300 of the Public Acts of 1949, as amended, being sections 257.1 to 257.923 of the Michigan Compiled Laws. MCL 324.82101



## **Glossary – Cont.**

### ***Special mobile equipment***

Special mobile equipment means every vehicle not designed or used primarily for the transportation of persons or property and incidentally operated or moved over the highways, including farm tractors, road construction or maintenance machinery, mobile office trailers, mobile tool shed trailers, mobile trailer units used for housing stationary construction equipment, ditch-digging apparatus, well-boring and well-servicing apparatus. The foregoing enumeration shall be deemed partial and shall not operate to exclude other such vehicles which are within the general terms of this definition. MCL 257.62

### ***Street or highway***

Street or highway means the entire width between boundary lines of every way publicly maintained when any part thereof is open to the use of the public for purposes of vehicular travel. MCL 257.64

### ***Thru highway***

Thru highway means every state trunk line highway, or any other highway at the entrance to which vehicular traffic from an intersecting highway is required by law to stop before entering or crossing the same. MCL 257.68

### ***Towed vehicle***

Vehicle being pulled or pushed by a tow truck or other motor vehicle, where some tires of the towed vehicle touch the road surface (does not include vehicles being transported on flat-bed truck).

### ***Traffic***

Traffic means pedestrians, ridden or herded animals, vehicles, street cars and other conveyances, either singly or together, while using any highway for purposes of travel. MCL 257.69

### ***Traffic Crash***

An incident involving a motor vehicle, in transport, on a roadway, that resulted in death, injury or property damage of \$1,000 or more. Also used to report any crash involving a snowmobile or ORV, whether traffic or non-traffic related, that results in damage over \$100.00.

### ***Traffic control devices***

Traffic control devices means all signs, signals, markings, and devices not inconsistent with this act placed or erected by authority of a public body or official having jurisdiction, for the purpose of regulating, warning or guiding traffic. MCL 257.70

### ***Trailer***

Trailer means every vehicle with or without motive power, other than a pole-trailer, designed for carrying property or persons and for being drawn by a motor vehicle and so constructed that no part of its weight rests upon the towing vehicle. MCL 257.73

### ***Transition area***

Area of road where the number of travel lanes increases or decreases.

### ***Truck***

Truck means every motor vehicle designed, used, or maintained primarily for the transportation of property. MCL 257.75

## **Glossary – Cont.**

### ***Truck Tractor***

Truck tractor means every motor vehicle designed and used primarily for drawing other vehicles, and not so constructed as to carry a load other than a part of the weight of the vehicle and load so drawn, except that a truck tractor and semi-trailer engaged in the transportation of automobiles may transport motor vehicles on part of the power unit. MCL 257.77

### ***Unstabilized situation***

Set of events not under human control. It starts when control is lost and ends when (1) control is regained or, (2) in the absence of persons who are able to regain control, when all persons and property are at rest.

### ***Vehicle***

Vehicle means every device in, upon, or by which any person or property is or may be transported or drawn upon a highway, excepting devices exclusively moved by human power or used exclusively upon stationary rails or tracks and excepting a mobile home. MCL 257.79

### ***Within-intersection crash***

Traffic crash where the first harmful event occurs within the limits (corners) of the intersection. See At-intersection crash.

*Sources: Motor Vehicle Code, ORV Act, Snowmobile Act, and National Safety Council Manual on Classification of Motor Vehicle Traffic Accidents.*

# **UD-10 Traffic Crash Report Instruction Manual**

## **Appendix A**

### **Hospital Codes**

**Michigan Department of State Police  
Criminal Justice Information Center  
Traffic Crash Reporting Section**

**January 2014**

## **Hospital Codes**

Due to security concerns, the Hospital Code listing is not available on the internet at this time. However, if you are a registered user of the Traffic Crash Reporting System (TCRS), you may access these codes in the Related Links section.

The web site address is: [www.michigan.gov/crash](http://www.michigan.gov/crash)

If you do not currently have access to the Traffic Crash Reporting System, please contact the Crash Section at (517) 241-1699.

# **UD-10 Traffic Crash Report Instruction Manual**

## **Appendix B**

### **Ambulance Codes**

**Michigan Department of State Police  
Criminal Justice Information Center  
Traffic Crash Reporting Section**

**January 2014**

## **Ambulance Codes**

Due to security concerns, the Hospital Code listing is not available on the internet at this time. However, if you are a registered user of the Traffic Crash Reporting System (TCRS), you may access these codes in the Related Links section.

The web site address is: [www.michigan.gov/crash](http://www.michigan.gov/crash)

If you do not currently have access to the Traffic Crash Reporting System, please contact the Crash Section at (517) 241-1699.

# **UD-10 Traffic Crash Report Instruction Manual**

## **Appendix C**

### **County/City/Township Code Listing**

**Michigan Department of State Police  
Criminal Justice Information Center  
Traffic Crash Reporting Section**

**January 2014**

# County/City/Township Code Listing

## 01 – Alcona County

| <u>County</u> |    | <u>Township/City/Village</u> |
|---------------|----|------------------------------|
| 01            | 01 | Alcona Twp                   |
| 01            | 02 | Caledonia Twp                |
| 01            | 03 | Curtis Twp                   |
| 01            | 04 | Greenbush Twp                |
| 01            | 05 | Gustin Twp                   |
| 01            | 06 | Harrisville Twp              |
| 01            | 07 | Hawes Twp                    |
| 01            | 08 | Haynes Twp                   |
| 01            | 09 | Mikado Twp                   |
| 01            | 10 | Millen Twp                   |
| 01            | 11 | Mitchell Twp                 |
| 01            | 29 | Harrisville                  |
| 01            | 30 | Lincoln                      |

## 02 – Alger County

| <u>County</u> |    | <u>Township/City/Village</u> |
|---------------|----|------------------------------|
| 02            | 01 | Au Train Twp                 |
| 02            | 02 | Burt Twp                     |
| 02            | 03 | Grand Island Twp             |
| 02            | 04 | Limestone Twp                |
| 02            | 05 | Mathias Twp                  |
| 02            | 06 | Munising Twp                 |
| 02            | 07 | Onota Twp                    |
| 02            | 08 | Rock River Twp               |
| 02            | 29 | Chatham                      |
| 02            | 46 | Munising                     |

## 03 – Allegan County

| <u>County</u> |    | <u>Township/City/Village</u> |
|---------------|----|------------------------------|
| 03            | 01 | Allegan Twp                  |
| 03            | 02 | Casco Twp                    |
| 03            | 03 | Cheshire Twp                 |
| 03            | 04 | Clyde Twp                    |
| 03            | 05 | Dorr Twp                     |
| 03            | 06 | Fillmore Twp                 |
| 03            | 07 | Ganges Twp                   |
| 03            | 08 | Gunplain Twp                 |
| 03            | 09 | Heath Twp                    |
| 03            | 10 | Hopkins Twp                  |
| 03            | 11 | Laketown Twp                 |
| 03            | 12 | Lee Twp                      |
| 03            | 13 | Leighton Twp                 |
| 03            | 14 | Manlius Twp                  |
| 03            | 15 | Martin Twp                   |
| 03            | 16 | Monterey Twp                 |
| 03            | 17 | Otsego Twp                   |
| 03            | 18 | Overisel Twp                 |
| 03            | 19 | Salem Twp                    |
| 03            | 20 | Saugatuck Twp                |
| 03            | 21 | Trowbridge Twp               |
| 03            | 22 | Valley Twp                   |
| 03            | 23 | Watson Twp                   |
| 03            | 24 | Wayland Twp                  |
| 03            | 29 | Douglas                      |
| 03            | 30 | Fennville                    |
| 03            | 31 | Hopkins                      |
| 03            | 32 | Martin                       |
| 03            | 33 | South Haven                  |
| 03            | 39 | Saugatuck                    |
| 03            | 40 | Wayland                      |
| 03            | 46 | Allegan                      |
| 03            | 47 | Otsego                       |
| 03            | 48 | Plainwell                    |
| 03            | 80 | Holland                      |



## **County/City/Township Code Listing – Cont.**

### **04 – Alpena County**

| <u>County</u> | <u>Township/City/Village</u> |                 |
|---------------|------------------------------|-----------------|
| 04            | 01                           | Alpena Twp      |
| 04            | 02                           | Green Twp       |
| 04            | 03                           | Long Rapids Twp |
| 04            | 04                           | Maple Ridge Twp |
| 04            | 05                           | Ossineke Twp    |
| 04            | 06                           | Sanborn Twp     |
| 04            | 07                           | Wellington Twp  |
| 04            | 08                           | Wilson Twp      |
| 04            | 29                           | Hillman         |
| 04            | 66                           | Alpena          |

### **05 – Antrim County**

| <u>County</u> | <u>Township/City/Village</u> |                  |
|---------------|------------------------------|------------------|
| 05            | 01                           | Banks Twp        |
| 05            | 02                           | Central Lake Twp |
| 05            | 03                           | Chestonia Twp    |
| 05            | 04                           | Custer Twp       |
| 05            | 05                           | Echo Twp         |
| 05            | 06                           | Elk Rapids Twp   |
| 05            | 07                           | Forest Home Twp  |
| 05            | 08                           | Helena Twp       |
| 05            | 09                           | Jordan Twp       |
| 05            | 10                           | Kearney Twp      |
| 05            | 11                           | Mancelona Twp    |
| 05            | 12                           | Milton Twp       |
| 05            | 13                           | Star Twp         |
| 05            | 14                           | Torch Lake Twp   |
| 05            | 15                           | Warner Twp       |
| 05            | 29                           | Bellaire         |
| 05            | 30                           | Central Lake     |
| 05            | 31                           | Ellsworth        |
| 05            | 39                           | Elk Rapids       |
| 05            | 40                           | Mancelona        |

### **06 – Arenac County**

| <u>County</u> | <u>Township/City/Village</u> |                |
|---------------|------------------------------|----------------|
| 06            | 01                           | Adams Twp      |
| 06            | 02                           | Arenac Twp     |
| 06            | 03                           | Au Gres Twp    |
| 06            | 04                           | Clayton Twp    |
| 06            | 05                           | Deep River Twp |
| 06            | 06                           | Lincoln Twp    |
| 06            | 07                           | Mason Twp      |
| 06            | 08                           | Moffatt Twp    |
| 06            | 09                           | Sims Twp       |
| 06            | 10                           | Standish Twp   |
| 06            | 11                           | Turner Twp     |
| 06            | 12                           | Whitney Twp    |
| 06            | 29                           | Au Gres        |
| 06            | 30                           | Omer           |
| 06            | 31                           | Sterling       |
| 06            | 32                           | Turner         |
| 06            | 33                           | Twining        |
| 06            | 39                           | Standish       |

### **07 – Baraga County**

| <u>County</u> | <u>Township/City/Village</u> |               |
|---------------|------------------------------|---------------|
| 07            | 01                           | Arvon Twp     |
| 07            | 02                           | Baraga Twp    |
| 07            | 03                           | Covington Twp |
| 07            | 04                           | L'anse Twp    |
| 07            | 05                           | Spurr Twp     |
| 07            | 39                           | Baraga        |
| 07            | 46                           | L'anse        |



## **County/City/Township Code Listing – Cont.**

| <u><b>11 – Berrien County – Cont.</b></u> |                                     |                 | <u><b>12 – Branch County</b></u>  |                                     |                |
|---|-------------------------------------|-----------------|-----------------------------------|-------------------------------------|----------------|
| <u><b>County</b></u>                      | <u><b>Township/City/Village</b></u> |                 | <u><b>County</b></u>              | <u><b>Township/City/Village</b></u> |                |
| 11  | 07                                  | Chikaming Twp   | 12                                | 01                                  | Alganssee Twp  |
| 11  | 08                                  | Coloma Twp      | 12                                | 02                                  | Batavia Twp    |
| 11  | 09                                  | Galien Twp      | 12                                | 03                                  | Bethel Twp     |
| 11  | 10                                  | Hagar Twp       | 12                                | 04                                  | Bronson Twp    |
| 11  | 11                                  | Lake Twp        | 12                                | 05                                  | Butler Twp     |
| 11  | 12                                  | Lincoln Twp     | 12                                | 06                                  | California Twp |
| 11  | 13                                  | New Buffalo Twp | 12                                | 07                                  | Coldwater Twp  |
| 11  | 14                                  | Niles Twp       | 12                                | 08                                  | Gilead Twp     |
| 11  | 15                                  | Oronoko Twp     | 12                                | 09                                  | Girard Twp     |
| 11  | 16                                  | Pipestone Twp   | 12                                | 10                                  | Kinderhook Twp |
| 11  | 17                                  | Royalton Twp    | 12                                | 11                                  | Matteson Twp   |
| 11  | 18                                  | St. Joseph Twp  | 12                                | 12                                  | Noble Twp      |
| 11  | 19                                  | Sodus Twp       | 12                                | 13                                  | Ovid Twp       |
| 11  | 20                                  | Three Oaks Twp  | 12                                | 14                                  | Quincy Twp     |
| 11  | 21                                  | Watervliet Twp  | 12                                | 15                                  | Sherwood Twp   |
| 11  | 22                                  | Weesaw Twp      | 12                                | 16                                  | Union Twp      |
| 11  | 29                                  | Baroda          | 12                                | 29                                  | Sherwood       |
| 11  | 30                                  | Eau Claire      | 12                                | 39                                  | Bronson        |
| 11  | 31                                  | Galien          | 12                                | 40                                  | Quincy         |
| 11  | 32                                  | Grand Beach     | 12                                | 41                                  | Union City     |
| 11  | 33                                  | Michiana        | 12                                | 60                                  | Coldwater      |
| 11  | 34                                  | Shoreham        |                                   |                                     |                |
| 11  | 39                                  | Berrien Springs |                                   |                                     |                |
| 11  | 40                                  | Bridgman        |                                   |                                     |                |
| 11  | 41                                  | Coloma          |                                   |                                     |                |
| 11  | 42                                  | Stevensville    |                                   |                                     |                |
| 11  | 43                                  | Three Oaks      |                                   |                                     |                |
| 11  | 44                                  | Watervliet      |                                   |                                     |                |
| 11  | 46                                  | Buchanan        |                                   |                                     |                |
| 11  | 47                                  | New Buffalo     |                                   |                                     |                |
| 11  | 66                                  | Benton Harbor   |                                   |                                     |                |
| 11  | 67                                  | Niles           |                                   |                                     |                |
| 11  | 68                                  | St. Joseph      |                                   |                                     |                |
|   |                                     |                 | <u><b>13 – Calhoun County</b></u> |                                     |                |
|   |                                     |                 | <u><b>County</b></u>              | <u><b>Township/City/Village</b></u> |                |
|   |                                     |                 | 13                                | 01                                  | Albion Twp     |
|   |                                     |                 | 13                                | 02                                  | Athens Twp     |
|   |                                     |                 | 13                                | 04                                  | Bedford Twp    |
|   |                                     |                 | 13                                | 05                                  | Burlington Twp |
|   |                                     |                 | 13                                | 06                                  | Clarence Twp   |
|   |                                     |                 | 13                                | 07                                  | Clarendon Twp  |
|   |                                     |                 | 13                                | 08                                  | Convis Twp     |
|   |                                     |                 | 13                                | 09                                  | Eckford Twp    |
|   |                                     |                 | 13                                | 10                                  | Emmett Twp     |
|   |                                     |                 | 13                                | 11                                  | Fredonia Twp   |
|   |                                     |                 | 13                                | 12                                  | Homer Twp      |
|   |                                     |                 | 13                                | 13                                  | Lee Twp        |
|   |                                     |                 | 13                                | 14                                  | Leroy Twp      |

## **County/City/Township Code Listing – Cont.**

### 13 – Calhoun County – Cont.

| <u>County</u> | <u>Township/City/Village</u> |
|---------------|------------------------------|
| 13            | 15 Marengo Twp               |
| 13            | 16 Marshall Twp              |
| 13            | 17 Newton Twp                |
| 13            | 18 Pennfield Twp             |
| 13            | 19 Sheridan Twp              |
| 13            | 20 Tekonsha Twp              |
| 13            | 29 Athens                    |
| 13            | 30 Burlington                |
| 13            | 31 Tekonsha                  |
| 13            | 39 Homer                     |
| 13            | 41 Union City                |
| 13            | 46 Springfield               |
| 13            | 60 Marshall                  |
| 13            | 66 Albion                    |
| 13            | 80 Battle Creek              |

### 14 – Cass County

| <u>County</u> | <u>Township/City/Village</u> |
|---------------|------------------------------|
| 14            | 01 Calvin Twp                |
| 14            | 02 Howard Twp                |
| 14            | 03 Jefferson Twp             |
| 14            | 04 Lagrange Twp              |
| 14            | 05 Marcellus Twp             |
| 14            | 06 Mason Twp                 |
| 14            | 07 Milton Twp                |
| 14            | 08 Newberg Twp               |
| 14            | 09 Ontwa Twp                 |
| 14            | 10 Penn Twp                  |
| 14            | 11 Pokagon Twp               |
| 14            | 12 Porter Twp                |
| 14            | 13 Silver Creek Twp          |
| 14            | 14 Volinia Twp               |
| 14            | 15 Wayne Twp                 |
| 14            | 29 Vandalia                  |
| 14            | 39 Cassopolis                |
| 14            | 40 Edwardsburg               |
| 14            | 41 Marcellus                 |

### 14 – Cass County – Cont.

| <u>County</u> | <u>Township/City/Village</u> |
|---------------|------------------------------|
| 14            | 60 Dowagiac                  |
| 14            | 67 Niles                     |

### 15 – Charlevoix County

| <u>County</u> | <u>Township/City/Village</u> |
|---------------|------------------------------|
| 15            | 01 Bay Twp                   |
| 15            | 02 Boyne Valley Twp          |
| 15            | 03 Chandler Twp              |
| 15            | 04 Charlevoix Twp            |
| 15            | 05 Evangeline Twp            |
| 15            | 06 Eveline Twp               |
| 15            | 07 Hayes Twp                 |
| 15            | 08 Hudson Twp                |
| 15            | 09 Marion Twp                |
| 15            | 10 Melrose Twp               |
| 15            | 11 Norwood Twp               |
| 15            | 12 Peanine Twp               |
| 15            | 13 St. James Twp             |
| 15            | 14 South Arm Twp             |
| 15            | 15 Wilson Twp                |
| 15            | 29 Boyne Falls               |
| 15            | 39 East Jordan               |
| 15            | 46 Boyne City                |
| 15            | 47 Charlevoix                |

### 16 – Cheboygan County

| <u>County</u> | <u>Township/City/Village</u> |
|---------------|------------------------------|
| 16            | 01 Aloha Twp                 |
| 16            | 02 Beaugrand Twp             |
| 16            | 03 Benton Twp                |
| 16            | 04 Burt Twp                  |
| 16            | 05 Ellis Twp                 |
| 16            | 06 Forest Twp                |
| 16            | 07 Grand Twp                 |
| 16            | 08 Hebron Twp                |
| 16            | 09 Inverness Twp             |
| 16            | 10 Koehler Twp               |

# County/City/Township Code Listing – Cont.

## 16 – Cheboygan County – Cont.

| <u>County</u> |    | <u>Township/City/Village</u> |
|---------------|----|------------------------------|
| 16            | 12 | Mackinaw Twp                 |
| 16            | 13 | Mentor Twp                   |
| 16            | 14 | Mullett Twp                  |
| 16            | 15 | Munro Twp                    |
| 16            | 16 | Nunda Twp                    |
| 16            | 17 | Tuscarora Twp                |
| 16            | 18 | Walker Twp                   |
| 16            | 19 | Waverly Twp                  |
| 16            | 20 | Wilmot Twp                   |
| 16            | 29 | Mackinaw City                |
| 16            | 30 | Wolverine                    |
| 16            | 60 | Cheboygan                    |

## 17 – Chippewa County

| <u>County</u> |    | <u>Township/City/Village</u> |
|---------------|----|------------------------------|
| 17            | 01 | Bay Mills Twp                |
| 17            | 02 | Bruce Twp                    |
| 17            | 03 | Chippewa Twp                 |
| 17            | 04 | Dafter Twp                   |
| 17            | 05 | Detour Twp                   |
| 17            | 06 | Drummond Twp                 |
| 17            | 07 | Hulbert Twp                  |
| 17            | 08 | Kinross Twp                  |
| 17            | 09 | Pickford Twp                 |
| 17            | 10 | Raber Twp                    |
| 17            | 11 | Rudyard Twp                  |
| 17            | 12 | Soo Twp                      |
| 17            | 13 | Sugar Island Twp             |
| 17            | 14 | Superior Twp                 |
| 17            | 15 | Trout Lake Twp               |
| 17            | 16 | Whitefish Twp                |
| 17            | 29 | Detour                       |
| 17            | 66 | Sault Ste Marie              |

## 18 – Clare County

| <u>County</u> |    | <u>Township/City/Village</u> |
|---------------|----|------------------------------|
| 18            | 1  | Arthur Twp                   |
| 18            | 2  | Franklin Twp                 |
| 18            | 3  | Freeman Twp                  |
| 18            | 4  | Frost Twp                    |
| 18            | 5  | Garfield Twp                 |
| 18            | 6  | Grant Twp                    |
| 18            | 7  | Greenwood Twp                |
| 18            | 8  | Hamilton Twp                 |
| 18            | 9  | Hatton Twp                   |
| 18            | 10 | Hayes Twp                    |
| 18            | 11 | Lincoln Twp                  |
| 18            | 12 | Redding Twp                  |
| 18            | 13 | Sheridan Twp                 |
| 18            | 14 | Summerfield Twp              |
| 18            | 15 | Surrey Twp                   |
| 18            | 16 | Winterfield Twp              |
| 18            | 30 | Farwell                      |
| 18            | 39 | Harrison                     |
| 18            | 46 | Clare                        |

## 19 – Clinton County

| <u>County</u> |    | <u>Township/City/Village</u> |
|---------------|----|------------------------------|
| 19            | 1  | Bath Twp                     |
| 19            | 2  | Bengal Twp                   |
| 19            | 3  | Bingham Twp                  |
| 19            | 4  | Dallas Twp                   |
| 19            | 5  | Dewitt Twp                   |
| 19            | 6  | Duplain Twp                  |
| 19            | 7  | Eagle Twp                    |
| 19            | 8  | Essex Twp                    |
| 19            | 9  | Greenbush Twp                |
| 19            | 10 | Lebanon Twp                  |
| 19            | 11 | Olive Twp                    |
| 19            | 12 | Ovid Twp                     |
| 19            | 13 | Riley Twp                    |
| 19            | 14 | Victor Twp                   |

# County/City/Township Code Listing – Cont.

## 19 – Clinton County – Cont.

| <u>County</u> | <u>Township/City/Village</u> |
|---------------|------------------------------|
| 19            | 15 Watertown Twp             |
| 19            | 16 Westphalia Twp            |
| 19            | 29 Eagle                     |
| 19            | 30 Elsie                     |
| 19            | 31 Hubbardston               |
| 19            | 32 Maple Rapids              |
| 19            | 33 Westphalia                |
| 19            | 39 Dewitt                    |
| 19            | 40 Fowler                    |
| 19            | 41 Ovid                      |
| 19            | 60 St. Johns                 |
| 19            | 61 Grand Ledge               |
| 19            | 80 East Lansing              |

## 20 – Crawford County

| <u>County</u> | <u>Township/City/Village</u> |
|---------------|------------------------------|
| 20            | 1 Beaver Creek Twp           |
| 20            | 2 Frederic Twp               |
| 20            | 3 Grayling Twp               |
| 20            | 4 Lovells Twp                |
| 20            | 5 Maple Forest Twp           |
| 20            | 6 South Branch Twp           |
| 20            | 39 Grayling                  |

## 21 – Delta County

| <u>County</u> | <u>Township/City/Village</u> |
|---------------|------------------------------|
| 21            | 1 Baldwin Twp                |
| 21            | 2 Bark River Twp             |
| 21            | 3 Bay De Noc Twp             |
| 21            | 4 Brampton Twp               |
| 21            | 5 Cornell Twp                |
| 21            | 6 Ensign Twp                 |
| 21            | 7 Escanaba Twp               |
| 21            | 8 Fairbanks Twp              |
| 21            | 9 Ford River Twp             |
| 21            | 10 Garden Twp                |
| 21            | 11 Maple Ridge Twp           |
| 21            | 12 Masonville Twp            |

## 21 – Delta County

| <u>County</u> | <u>Township/City/Village</u> |
|---------------|------------------------------|
| 21            | 13 Nahma Twp                 |
| 21            | 14 Wells Twp                 |
| 21            | 29 Garden                    |
| 21            | 60 Gladstone                 |
| 21            | 66 Escanaba                  |

## 22 – Dickinson County

| <u>County</u> | <u>Township/City/Village</u> |
|---------------|------------------------------|
| 22            | 1 Breen Twp                  |
| 22            | 2 Breitung Twp               |
| 22            | 3 Felch Twp                  |
| 22            | 4 Norway Twp                 |
| 22            | 5 Sagola Twp                 |
| 22            | 6 Waucedah Twp               |
| 22            | 7 West Branch Twp            |
| 22            | 46 Norway                    |
| 22            | 60 Iron Mountain             |
| 22            | 61 Kingsford                 |

## 23 – Eaton County

| <u>County</u> | <u>Township/City/Village</u> |
|---------------|------------------------------|
| 23            | 1 Bellevue Twp               |
| 23            | 2 Benton Twp                 |
| 23            | 3 Brookfield Twp             |
| 23            | 4 Carmel Twp                 |
| 23            | 5 Chester Twp                |
| 23            | 6 Delta Twp                  |
| 23            | 7 Eaton Twp                  |
| 23            | 8 Eaton Rapids Twp           |
| 23            | 9 Hamlin Twp                 |
| 23            | 10 Kalamo Twp                |
| 23            | 11 Oneida Twp                |
| 23            | 12 Roxand Twp                |
| 23            | 13 Sunfield Twp              |
| 23            | 14 Vermontville Twp          |
| 23            | 15 Walton Twp                |
| 23            | 16 Windsor Twp               |
| 23            | 29 Dimondale                 |

## **County/City/Township Code Listing – Cont.**

### **23 – Eaton County – Cont.**

| <u>County</u> | <u>Township/City/Village</u> |              |
|---------------|------------------------------|--------------|
| 23            | 30                           | Mulliken     |
| 23            | 31                           | Sunfield     |
| 23            | 32                           | Vermontville |
| 23            | 39                           | Bellevue     |
| 23            | 40                           | Olivet       |
| 23            | 41                           | Potterville  |
| 23            | 46                           | Eaton Rapids |
| 23            | 60                           | Charlotte    |
| 23            | 61                           | Grand Ledge  |
| 23            | 95                           | Lansing      |

### **24 – Emmet County**

| <u>County</u> | <u>Township/City/Village</u> |                     |
|---------------|------------------------------|---------------------|
| 24            | 1                            | Bear Creek Twp      |
| 24            | 2                            | Bliss Twp           |
| 24            | 3                            | Carp Lake Twp       |
| 24            | 4                            | Center Twp          |
| 24            | 5                            | Cross Village Twp   |
| 24            | 6                            | Friendship Twp      |
| 24            | 7                            | Littlefield Twp     |
| 24            | 8                            | Little Traverse Twp |
| 24            | 9                            | Mckinley Twp        |
| 24            | 10                           | Pleasant View Twp   |
| 24            | 11                           | Maple River Twp     |
| 24            | 12                           | Readmond Twp        |
| 24            | 13                           | Resort Twp          |
| 24            | 14                           | Springvale Twp      |
| 24            | 15                           | Wawatam Twp         |
| 24            | 16                           | West Traverse Twp   |
| 24            | 29                           | Alanson             |
| 24            | 30                           | Mackinaw City       |
| 24            | 31                           | Pellston            |
| 24            | 39                           | Harbor Springs      |
| 24            | 60                           | Petoskey            |

### **25 – Genesee County**

| <u>County</u> | <u>Township/City/Village</u> |                 |
|---------------|------------------------------|-----------------|
| 25            | 1                            | Argentine Twp   |
| 25            | 2                            | Atlas Twp       |
| 25            | 4                            | Clayton Twp     |
| 25            | 5                            | Davison Twp     |
| 25            | 6                            | Fenton Twp      |
| 25            | 7                            | Flint Twp       |
| 25            | 8                            | Flushing Twp    |
| 25            | 9                            | Forest Twp      |
| 25            | 10                           | Gaines Twp      |
| 25            | 11                           | Genesee Twp     |
| 25            | 12                           | Grand Blanc Twp |
| 25            | 13                           | Montrose Twp    |
| 25            | 14                           | Mt. Morris Twp  |
| 25            | 15                           | Mundy Twp       |
| 25            | 16                           | Richfield Twp   |
| 25            | 17                           | Thetford Twp    |
| 25            | 18                           | Vienna Twp      |
| 25            | 29                           | Gaines          |
| 25            | 30                           | Goodrich        |
| 25            | 31                           | Otter Lake      |
| 25            | 32                           | Otisville       |
| 25            | 34                           | Lennon          |
| 25            | 39                           | Clio            |
| 25            | 40                           | Linden          |
| 25            | 41                           | Montrose        |
| 25            | 46                           | Mt. Morris      |
| 25            | 47                           | Swartz Creek    |
| 25            | 60                           | Davison         |
| 25            | 61                           | Fenton          |
| 25            | 62                           | Flushing        |
| 25            | 63                           | Grand Blanc     |
| 25            | 80                           | Burton          |
| 25            | 95                           | Flint           |

## **County/City/Township Code Listing – Cont.**

### **26 – Gladwin County**

| <u>County</u> |    | <u>Township/City/Village</u> |
|---------------|----|------------------------------|
| 26            | 1  | Beaverton Twp                |
| 26            | 2  | Bentley Twp                  |
| 26            | 3  | Billings Twp                 |
| 26            | 4  | Bourret Twp                  |
| 26            | 5  | Buckeye Twp                  |
| 26            | 6  | Butman Twp                   |
| 26            | 7  | Clement Twp                  |
| 26            | 8  | Gladwin Twp                  |
| 26            | 9  | Grim Twp                     |
| 26            | 10 | Grout Twp                    |
| 26            | 11 | Hay Twp                      |
| 26            | 12 | Sage Twp                     |
| 26            | 13 | Secord Twp                   |
| 26            | 15 | Sherman Twp                  |
| 26            | 16 | Tobacco Twp                  |
| 26            | 29 | Beaverton                    |
| 26            | 39 | Gladwin                      |

### **27 – Gogebic County**

| <u>County</u> |    | <u>Township/City/Village</u> |
|---------------|----|------------------------------|
| 27            | 1  | Bessemer Twp                 |
| 27            | 3  | Erwin Twp                    |
| 27            | 4  | Ironwood Twp                 |
| 27            | 5  | Marenisco Twp                |
| 27            | 6  | Wakefield Twp                |
| 27            | 7  | Watersmeet Twp               |
| 27            | 46 | Bessemer                     |
| 27            | 47 | Wakefield                    |
| 27            | 60 | Ironwood                     |

### **28 – Grand Traverse County**

| <u>County</u> |   | <u>Township/City/Village</u> |
|---------------|---|------------------------------|
| 28            | 1 | Acme Twp                     |
| 28            | 2 | Blair Twp                    |
| 28            | 3 | East Bay Twp                 |
| 28            | 4 | Fife Lake Twp                |
| 28            | 5 | Garfield Twp                 |

### **28 – Grand Traverse County – Cont.**

| <u>County</u> |    | <u>Township/City/Village</u> |
|---------------|----|------------------------------|
| 28            | 6  | Grant Twp                    |
| 28            | 7  | Green Lake Twp               |
| 28            | 8  | Long Lake Twp                |
| 28            | 9  | Mayfield Twp                 |
| 28            | 10 | Peninsula Twp                |
| 28            | 11 | Paradise Twp                 |
| 28            | 12 | Union Twp                    |
| 28            | 13 | White Water Twp              |
| 28            | 29 | Fife Lake                    |
| 28            | 30 | Kingsley                     |
| 28            | 66 | Traverse City                |

### **29 – Gratiot County**

| <u>County</u> |    | <u>Township/City/Village</u> |
|---------------|----|------------------------------|
| 29            | 1  | Arcadia Twp                  |
| 29            | 2  | Bethany Twp                  |
| 29            | 3  | Elba Twp                     |
| 29            | 4  | Emerson Twp                  |
| 29            | 5  | Fulton Twp                   |
| 29            | 6  | Hamilton Twp                 |
| 29            | 7  | Lafayette Twp                |
| 29            | 8  | Newark Twp                   |
| 29            | 9  | New Haven Twp                |
| 29            | 10 | North Shade Twp              |
| 29            | 11 | North Star Twp               |
| 29            | 12 | Pine River Twp               |
| 29            | 13 | Seville Twp                  |
| 29            | 14 | Sumner Twp                   |
| 29            | 15 | Washington Twp               |
| 29            | 16 | Wheeler Twp                  |
| 29            | 29 | Ashley                       |
| 29            | 30 | Perrinton                    |
| 29            | 39 | Breckenridge                 |
| 29            | 46 | Ithaca                       |
| 29            | 47 | St. Louis                    |
| 29            | 60 | Alma                         |



## **County/City/Township Code Listing – Cont.**

### **30 – Hillsdale County**

| <u>County</u> | <u>Township/City/Village</u> |
|---------------|------------------------------|
| 30            | 1 Adams Twp                  |
| 30            | 2 Allen Twp                  |
| 30            | 3 Amboy Twp                  |
| 30            | 4 Cambria Twp                |
| 30            | 5 Camden Twp                 |
| 30            | 6 Fayette Twp                |
| 30            | 7 Hillsdale Twp              |
| 30            | 8 Jefferson Twp              |
| 30            | 9 Litchfield Twp             |
| 30            | 10 Moscow Twp                |
| 30            | 11 Pittsford Twp             |
| 30            | 12 Ransom Twp                |
| 30            | 13 Reading Twp               |
| 30            | 14 Scipio Twp                |
| 30            | 15 Somerset Twp              |
| 30            | 16 Wheatland Twp             |
| 30            | 17 Woodbridge Twp            |
| 30            | 18 Wright Twp                |
| 30            | 29 Allen                     |
| 30            | 30 Camden                    |
| 30            | 31 Montgomery                |
| 30            | 32 North Adams               |
| 30            | 33 Waldrom                   |
| 30            | 39 Jonesville                |
| 30            | 40 Litchfield                |
| 30            | 41 Reading                   |
| 30            | 60 Hillsdale                 |

### **31 – Houghton County**

| <u>County</u> | <u>Township/City/Village</u> |
|---------------|------------------------------|
| 31            | 1 Adams Twp                  |
| 31            | 2 Calumet Twp                |
| 31            | 3 Chassell Twp               |
| 31            | 4 Duncan Twp                 |
| 31            | 5 Elm River Twp              |
| 31            | 6 Franklin Twp               |
| 31            | 7 Hancock Twp                |

### **31 – Houghton County – Cont.**

| <u>County</u> | <u>Township/City/Village</u> |
|---------------|------------------------------|
| 31            | 8 Laird Twp                  |
| 31            | 9 Osceola Twp                |
| 31            | 10 Portage Twp               |
| 31            | 11 Quincy Twp                |
| 31            | 12 Stanton Twp               |
| 31            | 13 Schoolcraft Twp           |
| 31            | 14 Torch Lake Twp            |
| 31            | 29 Copper City               |
| 31            | 30 South Range               |
| 31            | 39 Calumet                   |
| 31            | 40 Lake Linden               |
| 31            | 46 Hancock                   |
| 31            | 47 Laurium                   |
| 31            | 60 Houghton                  |

### **32 – Huron County**

| <u>County</u> | <u>Township/City/Village</u> |
|---------------|------------------------------|
| 32            | 1 Bingham Twp                |
| 32            | 2 Bloomfield Twp             |
| 32            | 3 Brookfield Twp             |
| 32            | 4 Caseville Twp              |
| 32            | 5 Chandler Twp               |
| 32            | 6 Colfax Twp                 |
| 32            | 7 Dwight Twp                 |
| 32            | 8 Fair Haven Twp             |
| 32            | 9 Gore Twp                   |
| 32            | 10 Grant Twp                 |
| 32            | 11 Hume Twp                  |
| 32            | 12 Huron Twp                 |
| 32            | 13 Lake Twp                  |
| 32            | 14 Lincoln Twp               |
| 32            | 15 McKinley Twp              |
| 32            | 16 Meade Twp                 |
| 32            | 17 Oliver Twp                |
| 32            | 18 Paris Twp                 |
| 32            | 19 Pte Aux Barques Twp       |
| 32            | 20 Port Austin Twp           |

# **County/City/Township Code Listing – Cont.**

## **32 – Huron County – Cont.**

| <u>County</u> | <u>Township/City/Village</u> |
|---------------|------------------------------|
| 32            | 21 Rubicon Twp               |
| 32            | 22 Sand Beach Twp            |
| 32            | 23 Sebewaing Twp             |
| 32            | 24 Sheridan Twp              |
| 32            | 25 Sherman Twp               |
| 32            | 26 Sigel Twp                 |
| 32            | 27 Verona Twp                |
| 32            | 28 Windsor Twp               |
| 32            | 29 Caseville                 |
| 32            | 30 Elkton                    |
| 32            | 31 Kinde                     |
| 32            | 32 Owendale                  |
| 32            | 33 Port Austin               |
| 32            | 34 Port Hope                 |
| 32            | 35 Ubly                      |
| 32            | 39 Harbor Beach              |
| 32            | 40 Pigeon                    |
| 32            | 41 Sebewaing                 |
| 32            | 46 Bad Axe                   |

## **33 – Ingham County**

| <u>County</u> | <u>Township/City/Village</u> |
|---------------|------------------------------|
| 33            | 1 Alaiedon Twp               |
| 33            | 2 Aurelius Twp               |
| 33            | 3 Bunker Hill Twp            |
| 33            | 4 Delhi Twp                  |
| 33            | 5 Ingham Twp                 |
| 33            | 6 Lansing Twp                |
| 33            | 7 Leroy Twp                  |
| 33            | 8 Leslie Twp                 |
| 33            | 9 Locke Twp                  |
| 33            | 10 Meridian Twp              |
| 33            | 11 Onondaga Twp              |
| 33            | 12 Stockbridge Twp           |
| 33            | 13 Vevay Twp                 |
| 33            | 14 Wheatfield Twp            |
| 33            | 15 White Oak Twp             |

## **33 – Ingham County – Cont.**

| <u>County</u> | <u>Township/City/Village</u> |
|---------------|------------------------------|
| 33            | 16 Williamston Twp           |
| 33            | 29 Dansville                 |
| 33            | 39 Leslie                    |
| 33            | 40 Stockbridge               |
| 33            | 41 Webberville               |
| 33            | 46 Williamston               |
| 33            | 60 Mason                     |
| 33            | 80 East Lansing              |
| 33            | 95 Lansing                   |

## **34 – Ionia County**

| <u>County</u> | <u>Township/City/Village</u> |
|---------------|------------------------------|
| 34            | 1 Berlin Twp                 |
| 34            | 2 Boston Twp                 |
| 34            | 3 Campbell Twp               |
| 34            | 4 Danby Twp                  |
| 34            | 5 Easton Twp                 |
| 34            | 6 Ionia Twp                  |
| 34            | 7 Keene Twp                  |
| 34            | 8 Lyons Twp                  |
| 34            | 9 North Plains Twp           |
| 34            | 10 Odessa Twp                |
| 34            | 11 Orange Twp                |
| 34            | 12 Orleans Twp               |
| 34            | 13 Otisco Twp                |
| 34            | 14 Portland Twp              |
| 34            | 15 Ronald Twp                |
| 34            | 16 Sebewa Twp                |
| 34            | 29 Clarksville               |
| 34            | 30 Hubbardston               |
| 34            | 31 Lyons                     |
| 34            | 32 Muir                      |
| 34            | 33 Pewamo                    |
| 34            | 39 Lake Odessa               |
| 34            | 40 Saranac                   |
| 34            | 46 Portland                  |
| 34            | 60 Belding                   |

# County/City/Township Code Listing – Cont.

## 34 – Ionia County – Cont.

| <u>County</u> | <u>Township/City/Village</u> |
|---------------|------------------------------|
| 34            | 61 Ionia                     |

## 35 – Iosco County

| <u>County</u> | <u>Township/City/Village</u> |
|---------------|------------------------------|
| 35            | 1 Alabaster twp              |
| 35            | 2 Au Sable Twp               |
| 35            | 3 Baldwin Twp                |
| 35            | 4 Burleigh Twp               |
| 35            | 5 Grant Twp                  |
| 35            | 6 Oscoda Twp                 |
| 35            | 7 Plainfield Twp             |
| 35            | 8 Reno Twp                   |
| 35            | 9 Sherman Twp                |
| 35            | 10 Tawas Twp                 |
| 35            | 11 Wilber Twp                |
| 35            | 29 Whittemore                |
| 35            | 39 East Tawas                |
| 35            | 40 Tawas City                |

## 36 – Iron County

| <u>County</u> | <u>Township/City/Village</u> |
|---------------|------------------------------|
| 36            | 1 Bates Twp                  |
| 36            | 2 Crystal Falls Twp          |
| 36            | 3 Hematite Twp               |
| 36            | 4 Iron River Twp             |
| 36            | 5 Mansfield Twp              |
| 36            | 6 Mastodon Twp               |
| 36            | 7 Stambaugh Twp              |
| 36            | 29 Alpha                     |
| 36            | 30 Gaastra                   |
| 36            | 39 Caspian                   |
| 36            | 40 Crystal Falls             |
| 36            | 46 Iron River                |

## 37 – Isabella County

| <u>County</u> | <u>Township/City/Village</u> |
|---------------|------------------------------|
| 37            | 1 Broomfield Twp             |
| 37            | 2 Chippewa Twp               |
| 37            | 3 Coe Twp                    |
| 37            | 4 Coldwater Twp              |
| 37            | 5 Deerfield Twp              |
| 37            | 6 Denver Twp                 |
| 37            | 7 Fremont Twp                |
| 37            | 8 Gilmore Twp                |
| 37            | 9 Isabella Twp               |
| 37            | 10 Lincoln Twp               |
| 37            | 11 Nottawa Twp               |
| 37            | 12 Rolland Twp               |
| 37            | 13 Sherman Twp               |
| 37            | 14 Union Twp                 |
| 37            | 15 Vernon Twp                |
| 37            | 16 Wise Twp                  |
| 37            | 29 Rosebush                  |
| 37            | 30 Lake Isabella             |
| 37            | 39 Shepherd                  |
| 37            | 46 Clare                     |
| 37            | 67 Mt Pleasant               |

## 38 – Jackson County

| <u>County</u> | <u>Township/City/Village</u> |
|---------------|------------------------------|
| 38            | 1 Blackman Twp               |
| 38            | 2 Columbia Twp               |
| 38            | 3 Concord Twp                |
| 38            | 4 Grass Lake Twp             |
| 38            | 5 Hanover Twp                |
| 38            | 6 Henrietta Twp              |
| 38            | 7 Leoni Twp                  |
| 38            | 8 Liberty Twp                |
| 38            | 9 Napoleon Twp               |
| 38            | 10 Norvell Twp               |
| 38            | 11 Parma Twp                 |
| 38            | 12 Pulaski Twp               |
| 38            | 13 Rives Twp                 |

## **County/City/Township Code Listing – Cont.**

### **38 – Jackson County – Cont.**

| <u>County</u> | <u>Township/City/Village</u> |
|---------------|------------------------------|
| 38            | 14 Sandstone Twp             |
| 38            | 15 Spring Arbor Twp          |
| 38            | 16 Springport Twp            |
| 38            | 17 Summit Twp                |
| 38            | 18 Tompkins Twp              |
| 38            | 19 Waterloo Twp              |
| 38            | 29 Cement City               |
| 38            | 30 Concord                   |
| 38            | 31 Hanover                   |
| 38            | 32 Parma                     |
| 38            | 33 Springport                |
| 38            | 39 Brooklyn                  |
| 38            | 40 Grass Lake                |
| 38            | 80 Jackson                   |

### **39 – Kalamazoo County**

| <u>County</u> | <u>Township/City/Village</u> |
|---------------|------------------------------|
| 39            | 1 Alamo Twp                  |
| 39            | 2 Brady Twp                  |
| 39            | 3 Charleston Twp             |
| 39            | 4 Climax Twp                 |
| 39            | 5 Comstock Twp               |
| 39            | 6 Cooper Twp                 |
| 39            | 7 Kalamazoo Twp              |
| 39            | 8 Oshtemo Twp                |
| 39            | 9 Pavilion Twp               |
| 39            | 10 Prairie Rhonde Twp        |
| 39            | 11 Richland Twp              |
| 39            | 12 Ross Twp                  |
| 39            | 13 Schoolcraft Twp           |
| 39            | 14 Texas Twp                 |
| 39            | 15 Wakeshma Twp              |
| 39            | 29 Climax                    |
| 39            | 30 Richland                  |
| 39            | 39 Augusta                   |
| 39            | 40 Galesburg                 |
| 39            | 41 Parchment                 |

### **39 – Kalamazoo County – Cont.**

| <u>County</u> | <u>Township/City/Village</u> |
|---------------|------------------------------|
| 39            | 42 Schoolcraft               |
| 39            | 43 Vicksburg                 |
| 39            | 80 Portage                   |
| 39            | 89 Kalamazoo                 |

### **40 – Kalkaska County**

| <u>County</u> | <u>Township/City/Village</u> |
|---------------|------------------------------|
| 40            | 1 Blue Lake Twp              |
| 40            | 2 Boardman Twp               |
| 40            | 3 Clearwater Twp             |
| 40            | 4 Cold Springs Twp           |
| 40            | 5 Excelsior Twp              |
| 40            | 6 Garfield Twp               |
| 40            | 7 Kalkaska Twp               |
| 40            | 8 Oliver Twp                 |
| 40            | 9 Orange Twp                 |
| 40            | 10 Rapid River Twp           |
| 40            | 11 Springfield Twp           |
| 40            | 13 Bear Lake Twp             |
| 40            | 39 Kalkaska                  |

### **41 – Kent County**

| <u>County</u> | <u>Township/City/Village</u> |
|---------------|------------------------------|
| 41            | 1 Ada Twp                    |
| 41            | 2 Algoma Twp                 |
| 41            | 3 Alpine Twp                 |
| 41            | 4 Bowne Twp                  |
| 41            | 5 Byron Twp                  |
| 41            | 6 Cannon Twp                 |
| 41            | 7 Caledonia Twp              |
| 41            | 8 Cascade Twp                |
| 41            | 9 Courtland Twp              |
| 41            | 10 Gaines Twp                |
| 41            | 11 Grand Rapids Twp          |
| 41            | 12 Grattan Twp               |
| 41            | 13 Lowell Twp                |
| 41            | 14 Nelson Twp                |

# **County/City/Township Code Listing – Cont.**

## **41 – Kent County – Cont.**

| <u>County</u> | <u>Township/City/Village</u> |                   |
|---------------|------------------------------|-------------------|
| 41            | 15                           | Oakfield Twp      |
| 41            | 17                           | Plainfield Twp    |
| 41            | 18                           | Solon Twp         |
| 41            | 19                           | Sparta Twp        |
| 41            | 20                           | Spencer Twp       |
| 41            | 21                           | Tyrone Twp        |
| 41            | 22                           | Vergennes Twp     |
| 41            | 29                           | Caldedonia        |
| 41            | 30                           | Casnovia          |
| 41            | 31                           | Kent City         |
| 41            | 32                           | Sand Lake         |
| 41            | 39                           | Cedar Springs     |
| 41            | 40                           | Rockford          |
| 41            | 46                           | Lowell            |
| 41            | 47                           | Sparta            |
| 41            | 66                           | East Grand Rapids |
| 41            | 67                           | Grandville        |
| 41            | 68                           | Kentwood          |
| 41            | 69                           | Walker            |
| 41            | 89                           | Wyoming           |
| 41            | 95                           | Grand Rapids      |

## **42 – Keweenaw County**

| <u>County</u> | <u>Township/City/Village</u> |                  |
|---------------|------------------------------|------------------|
| 42            | 1                            | Allouez Twp      |
| 42            | 2                            | Eagle Harbor Twp |
| 42            | 3                            | Grant Twp        |
| 42            | 4                            | Houghton Twp     |
| 42            | 5                            | Sherman Twp      |
| 42            | 29                           | Ahmeek           |

## **43 – Lake County**

| <u>County</u> | <u>Township/City/Village</u> |                   |
|---------------|------------------------------|-------------------|
| 43            | 1                            | Chase Twp         |
| 43            | 2                            | Cherry Valley Twp |
| 43            | 3                            | Dover Twp         |
| 43            | 4                            | Eden Twp          |

## **43 – Lake County – Cont.**

| <u>County</u> | <u>Township/City/Village</u> |                     |
|---------------|------------------------------|---------------------|
| 43            | 5                            | Elk Twp             |
| 43            | 6                            | Ellsworth Twp       |
| 43            | 7                            | Lake Twp            |
| 43            | 8                            | Newkirk Twp         |
| 43            | 9                            | Peacock Twp         |
| 43            | 10                           | Pinora Twp          |
| 43            | 11                           | Pleasant Plains Twp |
| 43            | 12                           | Sauble Twp          |
| 43            | 13                           | Sweetwater Twp      |
| 43            | 14                           | Webber Twp          |
| 43            | 15                           | Yates Twp           |
| 43            | 29                           | Baldwin             |
| 43            | 30                           | Luther              |

## **44 – Lapeer County**

| <u>County</u> | <u>Township/City/Village</u> |                  |
|---------------|------------------------------|------------------|
| 44            | 1                            | Almont Twp       |
| 44            | 2                            | Arcadia Twp      |
| 44            | 3                            | Attica Twp       |
| 44            | 4                            | Burlington Twp   |
| 44            | 5                            | Burnside Twp     |
| 44            | 6                            | Deerfield Twp    |
| 44            | 7                            | Dryden Twp       |
| 44            | 8                            | Elba Twp         |
| 44            | 9                            | Goodland Twp     |
| 44            | 10                           | Hadley Twp       |
| 44            | 11                           | Imlay Twp        |
| 44            | 12                           | Lapeer Twp       |
| 44            | 13                           | Marathon Twp     |
| 44            | 14                           | Mayfield Twp     |
| 44            | 15                           | Metamora Twp     |
| 44            | 16                           | North Branch Twp |
| 44            | 17                           | Oregon Twp       |
| 44            | 18                           | Rich Twp         |
| 44            | 29                           | Clifford         |
| 44            | 30                           | Columbiaville    |
| 44            | 31                           | Dryden           |

# **County/City/Township Code Listing – Cont.**

## **44 – Lapeer County**

| <u>County</u> | <u>Township/City/Village</u> |              |
|---------------|------------------------------|--------------|
| 44            | 32                           | Metamora     |
| 44            | 33                           | North Branch |
| 44            | 34                           | Otter Lake   |
| 44            | 39                           | Almont       |
| 44            | 40                           | Imlay City   |
| 44            | 41                           | Brown City   |
| 44            | 60                           | Lapeer       |

## **45 – Leelanau County**

| <u>County</u> | <u>Township/City/Village</u> |                 |
|---------------|------------------------------|-----------------|
| 45            | 1                            | Bingham Twp     |
| 45            | 2                            | Centerville Twp |
| 45            | 3                            | Cleveland Twp   |
| 45            | 4                            | Elmwood Twp     |
| 45            | 5                            | Empire Twp      |
| 45            | 6                            | Glen Arbor Twp  |
| 45            | 7                            | Kasson Twp      |
| 45            | 8                            | Leelanau Twp    |
| 45            | 9                            | Leland Twp      |
| 45            | 10                           | Solon Twp       |
| 45            | 11                           | Suttons Bay Twp |
| 45            | 29                           | Empire          |
| 45            | 30                           | Northport       |
| 45            | 31                           | Suttons Bay     |
| 45            | 66                           | Traverse City   |

## **46 – Lenawee County**

| <u>County</u> | <u>Township/City/Village</u> |                |
|---------------|------------------------------|----------------|
| 46            | 1                            | Adrian Twp     |
| 46            | 2                            | Blissfield Twp |
| 46            | 3                            | Cambridge Twp  |
| 46            | 4                            | Clinton Twp    |
| 46            | 5                            | Deerfield Twp  |
| 46            | 6                            | Dover Twp      |
| 46            | 7                            | Fairfield Twp  |
| 46            | 8                            | Franklin Twp   |

## **46 – Lenawee County – Cont.**

| <u>County</u> | <u>Township/City/Village</u> |               |
|---------------|------------------------------|---------------|
| 46            | 9                            | Hudson Twp    |
| 46            | 10                           | Macon Twp     |
| 46            | 11                           | Madison Twp   |
| 46            | 12                           | Medina Twp    |
| 46            | 13                           | Ogden Twp     |
| 46            | 14                           | Palmyra Twp   |
| 46            | 15                           | Raisin Twp    |
| 46            | 16                           | Ridgeway Twp  |
| 46            | 17                           | Riga Twp      |
| 46            | 18                           | Rollin Twp    |
| 46            | 19                           | Rome Twp      |
| 46            | 20                           | Seneca Twp    |
| 46            | 21                           | Tecumseh Twp  |
| 46            | 22                           | Woodstock Twp |
| 46            | 29                           | Addison       |
| 46            | 30                           | Britton       |
| 46            | 31                           | Cement City   |
| 46            | 32                           | Clayton       |
| 46            | 33                           | Deerfield     |
| 46            | 34                           | Onsted        |
| 46            | 39                           | Clinton       |
| 46            | 40                           | Morenci       |
| 46            | 46                           | Blissfield    |
| 46            | 47                           | Hudson        |
| 46            | 60                           | Tecumseh      |
| 46            | 66                           | Adrian        |

## **47 – Livingston County**

| <u>County</u> | <u>Township/City/Village</u> |               |
|---------------|------------------------------|---------------|
| 47            | 1                            | Brighton Twp  |
| 47            | 2                            | Cohoctah Twp  |
| 47            | 3                            | Conway Twp    |
| 47            | 4                            | Deerfield Twp |
| 47            | 5                            | Genoa Twp     |
| 47            | 6                            | Green Oak Twp |
| 47            | 7                            | Hamburg Twp   |
| 47            | 8                            | Handy Twp     |

## **County/City/Township Code Listing – Cont.**

### **47 – Livingston County – Cont.**

| <u>County</u> | <u>Township/City/Village</u> |
|---------------|------------------------------|
| 47            | 9 Hartland Twp               |
| 47            | 10 Howell Twp                |
| 47            | 11 Iosco Twp                 |
| 47            | 12 Marion Twp                |
| 47            | 13 Osceola Twp               |
| 47            | 14 Putnam Twp                |
| 47            | 15 Tyrone Twp                |
| 47            | 16 Unadilla Twp              |
| 47            | 29 Pinckney                  |
| 47            | 39 Brighton                  |
| 47            | 40 Fowlerville               |
| 47            | 60 Howell                    |
| 47            | 65 Fenton                    |

### **48 – Luce County**

| <u>County</u> | <u>Township/City/Village</u> |
|---------------|------------------------------|
| 48            | 1 Columbus Twp               |
| 48            | 2 Lakefield Twp              |
| 48            | 3 McMillan Twp               |
| 48            | 4 Pentland Twp               |
| 48            | 39 Newberry                  |

### **49 – Mackinac County**

| <u>County</u> | <u>Township/City/Village</u> |
|---------------|------------------------------|
| 49            | 1 Bois Blanc Twp             |
| 49            | 2 Brevort Twp                |
| 49            | 3 Clark Twp                  |
| 49            | 4 Garfield Twp               |
| 49            | 5 Hendricks Twp              |
| 49            | 6 Hudson Twp                 |
| 49            | 7 Marquette Twp              |
| 49            | 8 Moran Twp                  |
| 49            | 9 Newton Twp                 |
| 49            | 10 Portage Twp               |
| 49            | 11 St. Ignace Twp            |
| 49            | 29 Mackinac Island           |
| 49            | 46 St. Ignace                |

### **50 – Macomb County**

| <u>County</u> | <u>Township/City/Village</u> |
|---------------|------------------------------|
| 50            | 1 Armada Twp                 |
| 50            | 2 Bruce Twp                  |
| 50            | 3 Chesterfield Twp           |
| 50            | 4 Clinton Twp                |
| 50            | 5 Harrison Twp               |
| 50            | 6 Lenox Twp                  |
| 50            | 7 Macomb Twp                 |
| 50            | 8 Ray Twp                    |
| 50            | 9 Richmond Twp               |
| 50            | 11 Shelby Twp                |
| 50            | 12 Washington Twp            |
| 50            | 13 Lake Twp                  |
| 50            | 39 Armada                    |
| 50            | 40 Memphis                   |
| 50            | 41 New Haven                 |
| 50            | 46 Grosse Pte Shores         |
| 50            | 47 New Baltimore             |
| 50            | 48 Richmond                  |
| 50            | 49 Romeo                     |
| 50            | 50 Utica                     |
| 50            | 66 Center Line               |
| 50            | 67 Fraser                    |
| 50            | 68 Mt. Clemens               |
| 50            | 80 Eastpointe                |
| 50            | 89 Roseville                 |
| 50            | 90 St. Clair Shores          |
| 50            | 91 Sterling Heights          |
| 50            | 95 Warren                    |

### **51 – Manistee County**

| <u>County</u> | <u>Township/City/Village</u> |
|---------------|------------------------------|
| 51            | 1 Arcadia Twp                |
| 51            | 2 Bear Lake Twp              |
| 51            | 3 Brown Twp                  |
| 51            | 4 Cleon Twp                  |
| 51            | 5 Dickson Twp                |
| 51            | 6 Filer Twp                  |

# **County/City/Township Code Listing – Cont.**

| <u><b>51 – Manistee County – Cont.</b></u> |                              |                 | <u><b>52 – Marquette County</b></u> |                              |                    |
|--|------------------------------|-----------------|-------------------------------------|------------------------------|--------------------|
| <u>County</u>                              | <u>Township/City/Village</u> |                 | <u>County</u>                       | <u>Township/City/Village</u> |                    |
| 51   | 7                            | Manistee Twp    | 52                                  | 61                           | Negaunee           |
| 51   | 8                            | Maple Grove Twp | 52                                  | 66                           | Marquette          |
| 51   | 9                            | Marilla Twp     |                                     |                              |                    |
| 51   | 10                           | Norman Twp      |                                     |                              |                    |
| 51   | 11                           | Onekama Twp     |                                     |                              |                    |
| 51   | 12                           | Pleasanton Twp  |                                     |                              |                    |
| 51   | 13                           | Springdale Twp  |                                     |                              |                    |
| 51   | 14                           | Stronach Twp    |                                     |                              |                    |
| 51   | 29                           | Bear Lake       |                                     |                              |                    |
| 51   | 30                           | Copemish        |                                     |                              |                    |
| 51   | 31                           | Eastlake        |                                     |                              |                    |
| 51   | 32                           | Kaleva          |                                     |                              |                    |
| 51   | 33                           | Onekama         |                                     |                              |                    |
| 51   | 60                           | Manistee        |                                     |                              |                    |
|  |                              |                 |                                     |                              |                    |
| <u><b>52 – Marquette County</b></u>        |                              |                 | <u><b>53 – Mason County</b></u>     |                              |                    |
| <u>County</u>                              | <u>Township/City/Village</u> |                 | <u>County</u>                       | <u>Township/City/Village</u> |                    |
| 52   | 1                            | Champion Twp    | 53                                  | 1                            | Amber Twp          |
| 52   | 2                            | Chocolay Twp    | 53                                  | 2                            | Branch Twp         |
| 52   | 3                            | Ely Twp         | 53                                  | 3                            | Custer Twp         |
| 52   | 4                            | Ewing Twp       | 53                                  | 4                            | Eden Twp           |
| 52   | 5                            | Forsyth Twp     | 53                                  | 5                            | Freesoil Twp       |
| 52   | 6                            | Humboldt Twp    | 53                                  | 6                            | Grant Twp          |
| 52   | 7                            | Ishpeming Twp   | 53                                  | 7                            | Logan Twp          |
| 52   | 8                            | Marquette Twp   | 53                                  | 8                            | Hamlin Twp         |
| 52   | 9                            | Michigamme Twp  | 53                                  | 9                            | Meade Twp          |
| 52   | 10                           | Negaunee Twp    | 53                                  | 10                           | Pere Marquette Twp |
| 52   | 11                           | Powell Twp      | 53                                  | 11                           | Riverton Twp       |
| 52   | 12                           | Republic Twp    | 53                                  | 12                           | Sheridan Twp       |
| 52   | 13                           | Richmond Twp    | 53                                  | 13                           | Sherman Twp        |
| 52   | 14                           | Sands Twp       | 53                                  | 14                           | Summit Twp         |
| 52   | 15                           | Skandia Twp     | 53                                  | 15                           | Victory Twp        |
| 52   | 16                           | Tilden Twp      | 53                                  | 29                           | Custer             |
| 52   | 17                           | Turin Twp       | 53                                  | 30                           | Fountain           |
| 52   | 18                           | Wells Twp       | 53                                  | 31                           | Freesoil           |
| 52   | 19                           | West Branch Twp | 53                                  | 39                           | Scottville         |
| 52   | 60                           | Ishpeming       | 53                                  | 60                           | Ludington          |
|  |                              |                 |                                     |                              |                    |
| <u><b>54 – Mecosta County</b></u>          |                              |                 | <u><b>54 – Mecosta County</b></u>   |                              |                    |
| <u>County</u>                              | <u>Township/City/Village</u> |                 | <u>County</u>                       | <u>Township/City/Village</u> |                    |
| 54   | 1                            | Aetna Twp       | 54                                  | 1                            | Aetna Twp          |
| 54   | 2                            | Austin Twp      | 54                                  | 2                            | Austin Twp         |
| 54   | 3                            | Big Rapids Twp  | 54                                  | 3                            | Big Rapids Twp     |
| 54   | 4                            | Chippewa Twp    | 54                                  | 4                            | Chippewa Twp       |
| 54   | 5                            | Colfax Twp      | 54                                  | 5                            | Colfax Twp         |
| 54   | 6                            | Deerfield Twp   | 54                                  | 6                            | Deerfield Twp      |
| 54   | 7                            | Fork Twp        | 54                                  | 7                            | Fork Twp           |
| 54   | 8                            | Grant Twp       | 54                                  | 8                            | Grant Twp          |
| 54   | 9                            | Green Twp       | 54                                  | 9                            | Green Twp          |



## **County/City/Township Code Listing – Cont.**

### **54 – Mecosta County – Cont.**

| <u>County</u> | <u>Township/City/Village</u> |
|---------------|------------------------------|
| 54            | 10 Hinton Twp                |
| 54            | 11 Martiny twp               |
| 54            | 12 Mecosta Twp               |
| 54            | 13 Millbrook Twp             |
| 54            | 14 Morton Twp                |
| 54            | 15 Sheridan Twp              |
| 54            | 16 Wheatland Twp             |
| 54            | 29 Barryton                  |
| 54            | 30 Mecosta                   |
| 54            | 31 Morley                    |
| 54            | 32 Stanwood                  |
| 54            | 66 Big Rapids                |

### **55 – Menominee County**

| <u>County</u> | <u>Township/City/Village</u> |
|---------------|------------------------------|
| 55            | 1 Cedarville Twp             |
| 55            | 2 Daggett Twp                |
| 55            | 3 Faithorn Twp               |
| 55            | 4 Gourley Twp                |
| 55            | 5 Harris Twp                 |
| 55            | 6 Holmes Twp                 |
| 55            | 7 Ingallston Twp             |
| 55            | 8 Lake Twp                   |
| 55            | 9 Mellen Twp                 |
| 55            | 10 Menominee Twp             |
| 55            | 11 Meyer Twp                 |
| 55            | 12 Nadeau Twp                |
| 55            | 13 Spalding Twp              |
| 55            | 14 Stephenson Twp            |
| 55            | 29 Daggett                   |
| 55            | 30 Powers                    |
| 55            | 31 Stephenson                |
| 55            | 32 Carney                    |
| 55            | 66 Menominee                 |

### **56 – Midland County**

| <u>County</u> | <u>Township/City/Village</u> |
|---------------|------------------------------|
| 56            | 1 Edenville Twp              |
| 56            | 2 Geneva Twp                 |
| 56            | 3 Greendale Twp              |
| 56            | 4 Homer Twp                  |
| 56            | 5 Hope Twp                   |
| 56            | 6 Ingersoll Twp              |
| 56            | 7 Jasper Twp                 |
| 56            | 8 Jerome Twp                 |
| 56            | 9 Larkin Twp                 |
| 56            | 10 Lee Twp                   |
| 56            | 11 Lincoln Twp               |
| 56            | 12 Midland Twp               |
| 56            | 13 Mills Twp                 |
| 56            | 14 Mt Haley Twp              |
| 56            | 15 Porter Twp                |
| 56            | 16 Warren Twp                |
| 56            | 29 Sanford                   |
| 56            | 39 Coleman                   |
| 56            | 80 Midland                   |

### **57 – Missaukee County**

| <u>County</u> | <u>Township/City/Village</u> |
|---------------|------------------------------|
| 57            | 1 Aetna Twp                  |
| 57            | 2 Bloomfield Twp             |
| 57            | 3 Butterfield Twp            |
| 57            | 4 Caldwell Twp               |
| 57            | 5 Clam Union Twp             |
| 57            | 6 Enterprise Twp             |
| 57            | 7 Forest Twp                 |
| 57            | 8 Holland Twp                |
| 57            | 9 Lake Twp                   |
| 57            | 10 Norwich Twp               |
| 57            | 11 Pioneer Twp               |
| 57            | 12 Reeder Twp                |
| 57            | 13 Richland Twp              |
| 57            | 14 Riverside Twp             |
| 57            | 15 West Branch Twp           |

## **County/City/Township Code Listing – Cont.**

### **57 – Missaukee County – Cont.**

| <u>County</u> | <u>Township/City/Village</u> |
|---------------|------------------------------|
| 57            | 29 Lake City                 |
| 57            | 30 McBain                    |

### **58 – Monroe County**

| <u>County</u> | <u>Township/City/Village</u> |
|---------------|------------------------------|
| 58            | 1 Ash Twp                    |
| 58            | 2 Bedford Twp                |
| 58            | 3 Berlin Twp                 |
| 58            | 4 Dundee Twp                 |
| 58            | 5 Erie Twp                   |
| 58            | 6 Exeter Twp                 |
| 58            | 7 Frenchtown Twp             |
| 58            | 8 Ida Twp                    |
| 58            | 9 LaSalle Twp                |
| 58            | 10 London Twp                |
| 58            | 11 Milan Twp                 |
| 58            | 12 Monroe Twp                |
| 58            | 13 Raisinville Twp           |
| 58            | 14 Summerfield Twp           |
| 58            | 15 Whiteford Twp             |
| 58            | 29 Estral Beach              |
| 58            | 30 Maybee                    |
| 58            | 39 Carleton                  |
| 58            | 40 Dundee                    |
| 58            | 41 Luna Pier                 |
| 58            | 42 Petersburg                |
| 58            | 43 South Rockwood            |
| 58            | 46 Milan                     |
| 58            | 66 Monroe                    |

### **59 – Montcalm County**

| <u>County</u> | <u>Township/City/Village</u> |
|---------------|------------------------------|
| 59            | 1 Belvidere Twp              |
| 59            | 2 Bloomer Twp                |
| 59            | 3 Bushnell Twp               |
| 59            | 4 Cato Twp                   |
| 59            | 5 Crystal Twp                |

### **59 – Montcalm County – Cont.**

| <u>County</u> | <u>Township/City/Village</u> |
|---------------|------------------------------|
| 59            | 6 Day Twp                    |
| 59            | 7 Douglass Twp               |
| 59            | 8 Eureka Twp                 |
| 59            | 9 Evergreen Twp              |
| 59            | 10 Fairplain Twp             |
| 59            | 11 Ferris Twp                |
| 59            | 12 Home Twp                  |
| 59            | 13 Maple Valley Twp          |
| 59            | 14 Montcalm Twp              |
| 59            | 15 Pierson Twp               |
| 59            | 16 Pine Twp                  |
| 59            | 17 Reynolds Twp              |
| 59            | 18 Richland Twp              |
| 59            | 19 Sidney Twp                |
| 59            | 20 Winfield Twp              |
| 59            | 29 McBride                   |
| 59            | 30 Pierson                   |
| 59            | 31 Sheridan                  |
| 59            | 39 Carson City               |
| 59            | 40 Edmore                    |
| 59            | 41 Howard City               |
| 59            | 42 Lakeview                  |
| 59            | 43 Stanton                   |
| 59            | 60 Greenville                |

### **60 – Montmorency County**

| <u>County</u> | <u>Township/City/Village</u> |
|---------------|------------------------------|
| 60            | 1 Albert Twp                 |
| 60            | 2 Avery Twp                  |
| 60            | 3 Briley Twp                 |
| 60            | 4 Hillman Twp                |
| 60            | 5 Loud Twp                   |
| 60            | 6 Montmorency Twp            |
| 60            | 7 Rust Twp                   |
| 60            | 8 Vienna Twp                 |
| 60            | 29 Hillman                   |

## **County/City/Township Code Listing – Cont.**

### **61 – Muskegon County**

| <u>County</u> | <u>Township/City/Village</u> |
|---------------|------------------------------|
| 61            | 1 Blue Lake Twp              |
| 61            | 2 Casnovia Twp               |
| 61            | 3 Cedar Creek Twp            |
| 61            | 4 Dalton Twp                 |
| 61            | 5 Egelston Twp               |
| 61            | 6 Fruitland Twp              |
| 61            | 7 Fruitport Twp              |
| 61            | 8 Holton Twp                 |
| 61            | 9 Laketon Twp                |
| 61            | 10 Montague Twp              |
| 61            | 11 Moorland Twp              |
| 61            | 12 Muskegon Twp              |
| 61            | 14 Ravenna Twp               |
| 61            | 15 Sullivan Twp              |
| 61            | 16 Whitehall Twp             |
| 61            | 17 White River Twp           |
| 61            | 29 Casnovia                  |
| 61            | 30 Lakewood Club             |
| 61            | 39 Fruitport                 |
| 61            | 40 Montague                  |
| 61            | 41 Ravenna                   |
| 61            | 46 North Muskegon            |
| 61            | 47 Roosevelt Park            |
| 61            | 48 Whitehall                 |
| 61            | 66 Muskegon Heights          |
| 61            | 67 North Shores              |
| 61            | 80 Muskegon                  |

### **62 – Newaygo County**

| <u>County</u> | <u>Township/City/Village</u> |
|---------------|------------------------------|
| 62            | 1 Ashland Twp                |
| 62            | 2 Barton Twp                 |
| 62            | 3 Beaver Twp                 |
| 62            | 4 Big Prairie Twp            |
| 62            | 5 Bridgeton Twp              |
| 62            | 6 Brooks Twp                 |
| 62            | 7 Croton Twp                 |

### **62 – Newaygo County – Cont.**

| <u>County</u> | <u>Township/City/Village</u> |
|---------------|------------------------------|
| 62            | 8 Dayton Twp                 |
| 62            | 9 Denver Twp                 |
| 62            | 10 Ensley Twp                |
| 62            | 11 Everett Twp               |
| 62            | 12 Garfield Twp              |
| 62            | 13 Goodwell Twp              |
| 62            | 14 Grant Twp                 |
| 62            | 15 Home Twp                  |
| 62            | 16 Lilley Twp                |
| 62            | 17 Lincoln Twp               |
| 62            | 18 Merrill Twp               |
| 62            | 19 Monroe Twp                |
| 62            | 20 Norwich Twp               |
| 62            | 21 Sheridan Twp              |
| 62            | 22 Sherman Twp               |
| 62            | 23 Troy Twp                  |
| 62            | 24 Wilcox Twp                |
| 62            | 29 Grant                     |
| 62            | 30 Hesperia                  |
| 62            | 39 Newaygo                   |
| 62            | 40 White Cloud               |
| 62            | 46 Fremont                   |

### **63 – Oakland County**

| <u>County</u> | <u>Township/City/Village</u> |
|---------------|------------------------------|
| 63            | 1 Addison Twp                |
| 63            | 3 Bloomfield Twp             |
| 63            | 4 Brandon Twp                |
| 63            | 5 Commerce Twp               |
| 63            | 7 Groveland Twp              |
| 63            | 8 Highland Twp               |
| 63            | 9 Holly Twp                  |
| 63            | 10 Independence Twp          |
| 63            | 11 Lyon Twp                  |
| 63            | 12 Milford Twp               |
| 63            | 13 Novi Twp                  |
| 63            | 14 Oakland Twp               |

## **County/City/Township Code Listing – Cont.**

### **63 – Oakland County – Cont.**

| <u>County</u> | <u>Township/City/Village</u> |
|---------------|------------------------------|
| 63            | 15 Orion Twp                 |
| 63            | 16 Oxford Twp                |
| 63            | 18 Rose Twp                  |
| 63            | 19 Royal Oak Twp             |
| 63            | 20 Springfield Twp           |
| 63            | 21 Waterford Twp             |
| 63            | 22 West Bloomfield Twp       |
| 63            | 23 White Lake Twp            |
| 63            | 24 Southfield Twp            |
| 63            | 29 Bingham Farms             |
| 63            | 30 Lake Angelus              |
| 63            | 31 Leonard                   |
| 63            | 32 Ortonville                |
| 63            | 39 Clarkston                 |
| 63            | 40 Orchard Lake              |
| 63            | 41 Sylvan Lake               |
| 63            | 42 Wixom                     |
| 63            | 46 Bloomfield Hills          |
| 63            | 47 Franklin                  |
| 63            | 48 Holly                     |
| 63            | 49 Keego Harbor              |
| 63            | 50 Lake Orion                |
| 63            | 51 Lathrup Village           |
| 63            | 52 Milford                   |
| 63            | 53 Oxford                    |
| 63            | 54 Pleasant Ridge            |
| 63            | 55 South Lyon                |
| 63            | 56 Walled Lake               |
| 63            | 57 Wolverine Lake            |
| 63            | 60 Huntington Woods          |
| 63            | 61 Northville                |
| 63            | 62 Novi                      |
| 63            | 63 Rochester                 |
| 63            | 64 Fenton                    |
| 63            | 66 Berkley                   |
| 63            | 67 Beverly Hills             |
| 63            | 68 Clawson                   |

### **63 – Oakland County – Cont.**

| <u>County</u> | <u>Township/City/Village</u>   |
|---------------|--------------------------------|
| 63            | 69 Farmington                  |
| 63            | 70 Hazel Park                  |
| 63            | 80 Birmingham                  |
| 63            | 81 Ferndale                    |
| 63            | 82 Madison Heights             |
| 63            | 83 Oak Park                    |
| 63            | 84 Troy                        |
| 63            | 85 Farmington Hills            |
| 63            | 89 Pontiac                     |
| 63            | 90 Royal Oak                   |
| 63            | 91 Southfield                  |
| 63            | 92 Rochester Hills/Avon<br>Twp |
| 63            | 93 Auburn Hills/Pontiac<br>Twp |

### **64 – Oceana County**

| <u>County</u> | <u>Township/City/Village</u> |
|---------------|------------------------------|
| 64            | 1 Benona Twp                 |
| 64            | 2 Clay Banks Twp             |
| 64            | 3 Colfax Twp                 |
| 64            | 4 Crystal Twp                |
| 64            | 5 Elbridge Twp               |
| 64            | 6 Ferry Twp                  |
| 64            | 7 Golden Twp                 |
| 64            | 8 Grant Twp                  |
| 64            | 9 Greenwood Twp              |
| 64            | 10 Hart Twp                  |
| 64            | 11 Leavitt Twp               |
| 64            | 12 Newfield Twp              |
| 64            | 13 Otto Twp                  |
| 64            | 14 Pentwater Twp             |
| 64            | 15 Shelby Twp                |
| 64            | 16 Weare Twp                 |
| 64            | 29 Hesperia                  |
| 64            | 30 New Era                   |
| 64            | 31 Pentwater                 |
| 64            | 32 Rothbury                  |
| 64            | 33 Walkerville               |

## **County/City/Township Code Listing – Cont.**

### **64 – Oceana County – Cont.**

| <u>County</u> | <u>Township/City/Village</u> |        |
|---------------|------------------------------|--------|
| 64            | 39                           | Hart   |
| 64            | 40                           | Shelby |

### **65 – Ogemaw County**

| <u>County</u> | <u>Township/City/Village</u> |                 |
|---------------|------------------------------|-----------------|
| 65            | 1                            | Churchill Twp   |
| 65            | 2                            | Cumming Twp     |
| 65            | 3                            | Edwards Twp     |
| 65            | 4                            | Foster Twp      |
| 65            | 5                            | Goodar Twp      |
| 65            | 6                            | Hill Twp        |
| 65            | 7                            | Horton Twp      |
| 65            | 8                            | Klacking Twp    |
| 65            | 9                            | Logan Twp       |
| 65            | 10                           | Mills Twp       |
| 65            | 11                           | Ogemaw Twp      |
| 65            | 12                           | Richland Twp    |
| 65            | 13                           | Rose Twp        |
| 65            | 14                           | West Branch Twp |
| 65            | 29                           | Prescott        |
| 65            | 30                           | Rose City       |
| 65            | 39                           | West Branch     |

### **66 – Ontonagon County**

| <u>County</u> | <u>Township/City/Village</u> |               |
|---------------|------------------------------|---------------|
| 66            | 1                            | Bergland Twp  |
| 66            | 2                            | Bohemia Twp   |
| 66            | 3                            | Carp Lake Twp |
| 66            | 4                            | Greenland Twp |
| 66            | 5                            | Haight Twp    |
| 66            | 6                            | Interior Twp  |
| 66            | 7                            | Matchwood Twp |
| 66            | 8                            | McMillan Twp  |
| 66            | 9                            | Ontonagon Twp |
| 66            | 10                           | Rockland Twp  |
| 66            | 11                           | Stannard Twp  |
| 66            | 39                           | Ontonagon     |

### **67 – Osceola County**

| <u>County</u> | <u>Township/City/Village</u> |                   |
|---------------|------------------------------|-------------------|
| 67            | 1                            | Burdell Twp       |
| 67            | 2                            | Cedar Twp         |
| 67            | 3                            | Ewart Twp         |
| 67            | 4                            | Hartwick Twp      |
| 67            | 5                            | Hersey Twp        |
| 67            | 6                            | Highland Twp      |
| 67            | 7                            | LeRoy Twp         |
| 67            | 8                            | Lincoln Twp       |
| 67            | 9                            | Marion Twp        |
| 67            | 10                           | Middle Branch Twp |
| 67            | 11                           | Orient Twp        |
| 67            | 12                           | Osceola Twp       |
| 67            | 13                           | Richmond Twp      |
| 67            | 14                           | Rose Lake Twp     |
| 67            | 15                           | Sherman Twp       |
| 67            | 16                           | Sylvan Twp        |
| 67            | 29                           | Hersey            |
| 67            | 30                           | LeRoy             |
| 67            | 31                           | Marion            |
| 67            | 32                           | Tustin            |
| 67            | 39                           | Ewart             |
| 67            | 40                           | Reed City         |

### **68 – Oscoda County**

| <u>County</u> | <u>Township/City/Village</u> |               |
|---------------|------------------------------|---------------|
| 68            | 1                            | Big Creek Twp |
| 68            | 2                            | Clinton Twp   |
| 68            | 3                            | Comins Twp    |
| 68            | 4                            | Elmer Twp     |
| 68            | 5                            | Greenwood Twp |
| 68            | 6                            | Mentor Twp    |

### **69 – Otsego County**

| <u>County</u> | <u>Township/City/Village</u> |              |
|---------------|------------------------------|--------------|
| 69            | 1                            | Bagley Twp   |
| 69            | 2                            | Charlton Twp |
| 69            | 3                            | Chester Twp  |

## **County/City/Township Code Listing – Cont.**

### **69 – Otsego County – Cont.**

| <u>County</u> | <u>Township/City/Village</u> |
|---------------|------------------------------|
| 69            | 4 Corwith Twp                |
| 69            | 5 Dover Twp                  |
| 69            | 6 Elmira Twp                 |
| 69            | 7 Hayes Twp                  |
| 69            | 8 Livingston Twp             |
| 69            | 9 Otsego Lake Twp            |
| 69            | 29 Vanderbilt                |
| 69            | 46 Gaylord                   |

### **70 – Ottawa County**

| <u>County</u> | <u>Township/City/Village</u> |
|---------------|------------------------------|
| 70            | 1 Allendale Twp              |
| 70            | 2 Blendon Twp                |
| 70            | 3 Chester Twp                |
| 70            | 4 Crockery Twp               |
| 70            | 5 Georgetown Twp             |
| 70            | 6 Grand Haven Twp            |
| 70            | 7 Holland Twp                |
| 70            | 8 Jamestown Twp              |
| 70            | 9 Olive Twp                  |
| 70            | 10 Park Twp                  |
| 70            | 11 Polkton Twp               |
| 70            | 12 Port Sheldon Twp          |
| 70            | 13 Robinson Twp              |
| 70            | 14 Spring Lake Twp           |
| 70            | 15 Tallmadge Twp             |
| 70            | 16 Wright Twp                |
| 70            | 17 Zeeland Twp               |
| 70            | 39 Coopersville              |
| 70            | 40 Ferrysburg                |
| 70            | 46 Hudsonville               |
| 70            | 47 Spring Lake               |
| 70            | 48 Zeeland                   |
| 70            | 66 Grand Haven               |
| 70            | 80 Holland                   |

### **71 – Presque Isle County**

| <u>County</u> | <u>Township/City/Village</u> |
|---------------|------------------------------|
| 71            | 1 Allis Twp                  |
| 71            | 2 Bearinger Twp              |
| 71            | 3 Belknap Twp                |
| 71            | 4 Bismarck Twp               |
| 71            | 5 Case Twp                   |
| 71            | 6 Krakow Twp                 |
| 71            | 7 Metz Twp                   |
| 71            | 8 Moltke Twp                 |
| 71            | 9 North Allis Twp            |
| 71            | 10 Ocqueoc Twp               |
| 71            | 11 Posen Twp                 |
| 71            | 12 Presque Isle Twp          |
| 71            | 13 Pulawski Twp              |
| 71            | 14 Rogers Twp                |
| 71            | 29 Millersburg               |
| 71            | 30 Posen                     |
| 71            | 39 Onaway                    |
| 71            | 46 Rogers City               |

### **72 – Roscommon County**

| <u>County</u> | <u>Township/City/Village</u> |
|---------------|------------------------------|
| 72            | 1 Au Sable Twp               |
| 72            | 2 Backus Twp                 |
| 72            | 3 Denton Twp                 |
| 72            | 4 Gerrish Twp                |
| 72            | 5 Higgins Twp                |
| 72            | 6 Lake Twp                   |
| 72            | 7 Lyon Twp                   |
| 72            | 8 Markey Twp                 |
| 72            | 9 Nester Twp                 |
| 72            | 10 Richfield Twp             |
| 72            | 11 Roscommon Twp             |
| 72            | 29 Roscommon                 |

## **County/City/Township Code Listing – Cont.**

| <u><b>73 – Saginaw County</b></u> |                                     |                   | <u><b>74 – St. Clair County</b></u> |                                     |                   |
|-----------------------------------|-------------------------------------|-------------------|-------------------------------------|-------------------------------------|-------------------|
| <u><b>County</b></u>              | <u><b>Township/City/Village</b></u> |                   | <u><b>County</b></u>                | <u><b>Township/City/Village</b></u> |                   |
| 73                                | 1                                   | Albee Twp         | 74                                  | 1                                   | Berlin Twp        |
| 73                                | 2                                   | Birch Run Twp     | 74                                  | 2                                   | Brockway Twp      |
| 73                                | 3                                   | Blumfield Twp     | 74                                  | 3                                   | Burtchville Twp   |
| 73                                | 4                                   | Brady Twp         | 74                                  | 4                                   | Casco Twp         |
| 73                                | 5                                   | Brant Twp         | 74                                  | 5                                   | China Twp         |
| 73                                | 6                                   | Bridgeport Twp    | 74                                  | 6                                   | Clay Twp          |
| 73                                | 7                                   | Buena Vista Twp   | 74                                  | 7                                   | Clyde Twp         |
| 73                                | 8                                   | Carrollton Twp    | 74                                  | 8                                   | Columbus Twp      |
| 73                                | 9                                   | Chapin Twp        | 74                                  | 9                                   | Cottrellville Twp |
| 73                                | 10                                  | Chesaning Twp     | 74                                  | 10                                  | East China Twp    |
| 73                                | 11                                  | Frankenmuth Twp   | 74                                  | 11                                  | Emmett Twp        |
| 73                                | 12                                  | Fremont Twp       | 74                                  | 12                                  | Fort Gratiot Twp  |
| 73                                | 13                                  | James Twp         | 74                                  | 13                                  | Grant Twp         |
| 73                                | 14                                  | Jonesfield Twp    | 74                                  | 14                                  | Greenwood Twp     |
| 73                                | 15                                  | Kochville Twp     | 74                                  | 15                                  | Ira Twp           |
| 73                                | 16                                  | Lakefield Twp     | 74                                  | 16                                  | Kenockee Twp      |
| 73                                | 17                                  | Maple Grove Twp   | 74                                  | 17                                  | Kimball Twp       |
| 73                                | 18                                  | Marion Twp        | 74                                  | 18                                  | Lynn Twp          |
| 73                                | 19                                  | Richland twp      | 74                                  | 19                                  | Mussey Twp        |
| 73                                | 20                                  | Saginaw Twp       | 74                                  | 20                                  | Port Huron Twp    |
| 73                                | 21                                  | St. Charles Twp   | 74                                  | 21                                  | Riley Twp         |
| 73                                | 22                                  | Spaulding Twp     | 74                                  | 22                                  | St. Clair Twp     |
| 73                                | 23                                  | Swan Creek Twp    | 74                                  | 23                                  | Wales Twp         |
| 73                                | 24                                  | Taymouth Twp      | 74                                  | 29                                  | Emmett            |
| 73                                | 25                                  | Tittabawassee Twp | 74                                  | 39                                  | Capac             |
| 73                                | 26                                  | Thomas Twp        | 74                                  | 40                                  | Memphis           |
| 73                                | 27                                  | Zilwaukee Twp     | 74                                  | 41                                  | Yale              |
| 73                                | 29                                  | Birch Run         | 74                                  | 46                                  | Algonac           |
| 73                                | 30                                  | Merrill           | 74                                  | 47                                  | Marine City       |
| 73                                | 31                                  | Oakley            | 74                                  | 48                                  | Richmond          |
| 73                                | 39                                  | St. Charles       | 74                                  | 49                                  | St. Clair         |
| 73                                | 40                                  | Zilwaukee         | 74                                  | 60                                  | Marysville        |
| 73                                | 41                                  | Reese             | 74                                  | 80                                  | Port Huron        |
| 73                                | 46                                  | Chesaning         |                                     |                                     |                   |
| 73                                | 47                                  | Frankenmuth       |                                     |                                     |                   |
| 73                                | 89                                  | Saginaw           |                                     |                                     |                   |

# **County/City/Township Code Listing – Cont.**

## **75 – St. Joseph County**

| <u>County</u> | <u>Township/City/Village</u> |
|---------------|------------------------------|
| 75            | 1 Burr Oak Twp               |
| 75            | 2 Colon Twp                  |
| 75            | 3 Constantine twp            |
| 75            | 4 Fabius Twp                 |
| 75            | 5 Fawn River Twp             |
| 75            | 6 Florence Twp               |
| 75            | 7 Flowerfield Twp            |
| 75            | 8 Leondias Twp               |
| 75            | 9 Lockport Twp               |
| 75            | 10 Mendon Twp                |
| 75            | 11 Mottville Twp             |
| 75            | 12 Nottawa Twp               |
| 75            | 13 Park Twp                  |
| 75            | 14 Sherman Twp               |
| 75            | 15 Sturgis Twp               |
| 75            | 16 White Pigeon Twp          |
| 75            | 29 Burr Oak                  |
| 75            | 30 Mendon                    |
| 75            | 39 Centreville               |
| 75            | 40 Colon                     |
| 75            | 41 Constantine               |
| 75            | 42 White Pigeon              |
| 75            | 60 Sturgis                   |
| 75            | 61 Three Rivers              |

## **76 – Sanilac County**

| <u>County</u> | <u>Township/City/Village</u> |
|---------------|------------------------------|
| 76            | 1 Argyle Twp                 |
| 76            | 2 Austin Twp                 |
| 76            | 3 Bridgehampton Twp          |
| 76            | 4 Buel Twp                   |
| 76            | 5 Custer Twp                 |
| 76            | 6 Delaware Twp               |
| 76            | 7 Elk Twp                    |
| 76            | 8 Elmer Twp                  |
| 76            | 9 Evergreen Twp              |
| 76            | 10 Flynn Twp                 |

## **76 – Sanilac County – Cont.**

| <u>County</u> | <u>Township/City/Village</u> |
|---------------|------------------------------|
| 76            | 11 Forester Twp              |
| 76            | 12 Fremont Twp               |
| 76            | 13 Greenleaf Twp             |
| 76            | 14 Lamotte Twp               |
| 76            | 15 Lexington Twp             |
| 76            | 16 Maple Valley Twp          |
| 76            | 17 Marion Twp                |
| 76            | 18 Marlette Twp              |
| 76            | 19 Minden Twp                |
| 76            | 20 Moore Twp                 |
| 76            | 21 Sanilac Twp               |
| 76            | 22 Speaker Twp               |
| 76            | 23 Washington Twp            |
| 76            | 24 Watertown Twp             |
| 76            | 25 Wheatland Twp             |
| 76            | 26 Worth Twp                 |
| 76            | 29 Applegate                 |
| 76            | 30 Carsonville               |
| 76            | 31 Deckerville               |
| 76            | 32 Forestville               |
| 76            | 33 Lexington                 |
| 76            | 34 Melvin                    |
| 76            | 35 Minden City               |
| 76            | 36 Peck                      |
| 76            | 37 Port Sanilac              |
| 76            | 39 Brown City                |
| 76            | 40 Croswell                  |
| 76            | 41 Marlette                  |
| 76            | 42 Sandusky                  |

## **77 – Schoolcraft County**

| <u>County</u> | <u>Township/City/Village</u> |
|---------------|------------------------------|
| 77            | 1 Doyle Twp                  |
| 77            | 2 Germfask Twp               |
| 77            | 3 Hiawatha Twp               |
| 77            | 4 Inwood Twp                 |
| 77            | 5 Manistique Twp             |



## **County/City/Township Code Listing – Cont.**

| <u><b>77 – Schoolcraft County – Cont.</b></u> |    |                                     | <u><b>79 – Tuscola County</b></u> |    |                                     |
|---|----|-------------------------------------|-----------------------------------|----|-------------------------------------|
| <u><b>County</b></u>                          |    | <u><b>Township/City/Village</b></u> | <u><b>County</b></u>              |    | <u><b>Township/City/Village</b></u> |
| 77  | 6  | Mueller Twp                         | 79                                | 1  | Akron Twp                           |
| 77  | 7  | Seney Twp                           | 79                                | 2  | Almer Twp                           |
| 77  | 8  | Thompson Twp                        | 79                                | 3  | Arbela Twp                          |
| 77  | 46 | Manistique                          | 79                                | 4  | Columbia Twp                        |
|   |    |                                     | 79                                | 5  | Dayton Twp                          |
|   |    |                                     | 79                                | 6  | Denmark Twp                         |
|   |    |                                     | 79                                | 7  | Elkland Twp                         |
|   |    |                                     | 79                                | 8  | Ellington Twp                       |
|   |    |                                     | 79                                | 9  | Elmwood Twp                         |
|   |    |                                     | 79                                | 10 | Fairgrove Twp                       |
|   |    |                                     | 79                                | 11 | Fremont Twp                         |
|   |    |                                     | 79                                | 12 | Gilford Twp                         |
|   |    |                                     | 79                                | 13 | Indian Fields Twp                   |
|   |    |                                     | 79                                | 14 | Juniata Twp                         |
|   |    |                                     | 79                                | 15 | Kingston Twp                        |
|   |    |                                     | 79                                | 16 | Koylton Twp                         |
|   |    |                                     | 79                                | 17 | Millington Twp                      |
|   |    |                                     | 79                                | 18 | Novesta Twp                         |
|   |    |                                     | 79                                | 19 | Tuscola Twp                         |
|   |    |                                     | 79                                | 20 | Vassar Twp                          |
|   |    |                                     | 79                                | 21 | Watertown Twp                       |
|   |    |                                     | 79                                | 22 | Wells Twp                           |
|   |    |                                     | 79                                | 23 | Wisner Twp                          |
|   |    |                                     | 79                                | 29 | Akron                               |
|   |    |                                     | 79                                | 30 | Fairgrove                           |
|   |    |                                     | 79                                | 31 | Gagetown                            |
|   |    |                                     | 79                                | 32 | Kingston                            |
|   |    |                                     | 79                                | 33 | Mayville                            |
|   |    |                                     | 79                                | 34 | Unionville                          |
|   |    |                                     | 79                                | 39 | Cass City                           |
|   |    |                                     | 79                                | 40 | Millington                          |
|   |    |                                     | 79                                | 41 | Reese                               |
|   |    |                                     | 79                                | 46 | Caro                                |
|   |    |                                     | 79                                | 47 | Vassar                              |
|   |    |                                     |                                   |    |                                     |
| <u><b>78 – Shiawassee County</b></u>          |    |                                     |                                   |    |                                     |
| <u><b>County</b></u>                          |    | <u><b>Township/City/Village</b></u> |                                   |    |                                     |
| 78  | 1  | Antrim Twp                          |                                   |    |                                     |
| 78  | 2  | Bennington Twp                      |                                   |    |                                     |
| 78  | 3  | Burns Twp                           |                                   |    |                                     |
| 78  | 4  | Caledonia Twp                       |                                   |    |                                     |
| 78  | 5  | Fairfield Twp                       |                                   |    |                                     |
| 78  | 6  | Hazleton Twp                        |                                   |    |                                     |
| 78  | 7  | Middlebury Twp                      |                                   |    |                                     |
| 78  | 8  | New Haven Twp                       |                                   |    |                                     |
| 78  | 9  | Owosso Twp                          |                                   |    |                                     |
| 78  | 10 | Perry Twp                           |                                   |    |                                     |
| 78  | 11 | Rush Twp                            |                                   |    |                                     |
| 78  | 12 | Sciota Twp                          |                                   |    |                                     |
| 78  | 13 | Shiawassee Twp                      |                                   |    |                                     |
| 78  | 14 | Venice Twp                          |                                   |    |                                     |
| 78  | 15 | Vernon Twp                          |                                   |    |                                     |
| 78  | 16 | Woodhull Twp                        |                                   |    |                                     |
| 78  | 29 | Bancroft                            |                                   |    |                                     |
| 78  | 30 | Byron                               |                                   |    |                                     |
| 78  | 31 | Morrice                             |                                   |    |                                     |
| 78  | 32 | New Lothrop                         |                                   |    |                                     |
| 78  | 33 | Vernon                              |                                   |    |                                     |
| 78  | 34 | Lennon                              |                                   |    |                                     |
| 78  | 39 | Laingsburg                          |                                   |    |                                     |
| 78  | 40 | Perry                               |                                   |    |                                     |
| 78  | 41 | Ovid                                |                                   |    |                                     |
| 78  | 46 | Corunna                             |                                   |    |                                     |
| 78  | 47 | Durand                              |                                   |    |                                     |
| 78  | 66 | Owosso                              |                                   |    |                                     |

## **County/City/Township Code Listing – Cont.**

### **80 – Van Buren County**

| <u>County</u> | <u>Township/City/Village</u> |
|---------------|------------------------------|
| 80            | 1 Almena Twp                 |
| 80            | 2 Antwerp Twp                |
| 80            | 3 Arlington Twp              |
| 80            | 4 Bangor Twp                 |
| 80            | 5 Bloomingdale Twp           |
| 80            | 6 Columbia Twp               |
| 80            | 7 Covert Twp                 |
| 80            | 8 Decatur Twp                |
| 80            | 9 Geneva Twp                 |
| 80            | 10 Hamilton Twp              |
| 80            | 11 Hartford Twp              |
| 80            | 12 Keeler Twp                |
| 80            | 13 Lawrence Twp              |
| 80            | 14 Paw Paw Twp               |
| 80            | 15 Pine Grove Twp            |
| 80            | 16 Porter Twp                |
| 80            | 17 South Haven Twp           |
| 80            | 18 Waverly Twp               |
| 80            | 29 Bloomingdale              |
| 80            | 30 Breedsville               |
| 80            | 31 Gobles                    |
| 80            | 32 Lawrence                  |
| 80            | 39 Bangor                    |
| 80            | 40 Decatur                   |
| 80            | 41 Lawton                    |
| 80            | 42 Mattawan                  |
| 80            | 46 Hartford                  |
| 80            | 47 Paw Paw                   |
| 80            | 60 South Haven               |

### **81 – Washtenaw County**

| <u>County</u> | <u>Township/City/Village</u> |
|---------------|------------------------------|
| 81            | 1 Ann Arbor Twp              |
| 81            | 2 Augusta Twp                |
| 81            | 3 Bridgewater Twp            |
| 81            | 4 Dexter Twp                 |
| 81            | 5 Freedom Twp                |

### **81 – Washtenaw County – Cont.**

| <u>County</u> | <u>Township/City/Village</u> |
|---------------|------------------------------|
| 81            | 6 Lima Twp                   |
| 81            | 7 Lodi Twp                   |
| 81            | 8 Lyndon Twp                 |
| 81            | 9 Manchester Twp             |
| 81            | 10 Northfield Twp            |
| 81            | 11 Pittsfield Twp            |
| 81            | 12 Salem Twp                 |
| 81            | 13 Saline Twp                |
| 81            | 14 Scio Twp                  |
| 81            | 15 Sharon Twp                |
| 81            | 16 Superior Twp              |
| 81            | 17 Sylvan Twp                |
| 81            | 18 Webster Twp               |
| 81            | 19 York Twp                  |
| 81            | 20 Ypsilanti Twp             |
| 81            | 29 Barton Hills              |
| 81            | 39 Dexter                    |
| 81            | 41 Manchester                |
| 81            | 46 Chelsea                   |
| 81            | 47 Milan                     |
| 81            | 48 Saline                    |
| 81            | 80 Ypsilanti                 |
| 81            | 89 Ann Arbor                 |

### **82 – Wayne County**

| <u>County</u> | <u>Township/City/Village</u> |
|---------------|------------------------------|
| 82            | 1 Brownstown Twp             |
| 82            | 2 Canton Twp                 |
| 82            | 4 Grosse Ile Twp             |
| 82            | 5 Grosse Pointe Twp          |
| 82            | 6 Huron Twp                  |
| 82            | 8 Northville Twp             |
| 82            | 9 Plymouth Twp               |
| 82            | 10 Redford Twp               |
| 82            | 12 Sumpter Twp               |
| 82            | 14 Van Buren Twp             |
| 82            | 39 Belleville                |

## **County/City/Township Code Listing – Cont.**

| <u><b>82 – Wayne County – Cont.</b></u> |                                     |                    | <u><b>83 – Wexford County</b></u> |                                     |                  |
|---|-------------------------------------|--------------------|-----------------------------------|-------------------------------------|------------------|
| <u><b>County</b></u>                    | <u><b>Township/City/Village</b></u> |                    | <u><b>County</b></u>              | <u><b>Township/City/Village</b></u> |                  |
| 82                                      | 46                                  | Gibraltar          | 83                                | 1                                   | Antioch Twp      |
| 82                                      | 47                                  | Grosse Pte. Shores | 83                                | 2                                   | Boon Twp         |
| 82                                      | 48                                  | Rockwood           | 83                                | 3                                   | Cedar Creek Twp  |
| 82                                      | 49                                  | Wood Haven         | 83                                | 4                                   | Cherry Grove Twp |
| 82                                      | 60                                  | Flat Rock          | 83                                | 5                                   | Clam Lake Twp    |
| 82                                      | 61                                  | Grosse Pointe      | 83                                | 6                                   | Colfax Twp       |
| 82                                      | 63                                  | Northville         | 83                                | 7                                   | Greenwood Twp    |
| 82                                      | 66                                  | Ecorse             | 83                                | 8                                   | Haring Twp       |
| 82                                      | 67                                  | Grosse Pte. Farms  | 83                                | 9                                   | Hanover Twp      |
| 82                                      | 68                                  | Grosse Pte. Park   | 83                                | 10                                  | Henderson Twp    |
| 82                                      | 69                                  | Grosse Pte. Woods  | 83                                | 11                                  | Liberty Twp      |
| 82                                      | 70                                  | Harper Woods       | 83                                | 12                                  | Selma Twp        |
| 82                                      | 71                                  | Melvindale         | 83                                | 13                                  | Slagle Twp       |
| 82                                      | 72                                  | Plymouth           | 83                                | 14                                  | South Branch Twp |
| 82                                      | 73                                  | River Rouge        | 83                                | 15                                  | Springville Twp  |
| 82                                      | 74                                  | Riverview          | 83                                | 16                                  | Wexford Twp      |
| 82                                      | 75                                  | Romulus            | 83                                | 29                                  | Buckley          |
| 82                                      | 76                                  | Trenton            | 83                                | 30                                  | Harrietta        |
| 82                                      | 77                                  | Wayne              | 83                                | 31                                  | Mesick           |
| 82                                      | 80                                  | Allen Park         | 83                                | 39                                  | Manton           |
| 82                                      | 81                                  | Garden City        | 83                                | 60                                  | Cadillac         |
| 82                                      | 82                                  | Hamtramck          |                                   |                                     |                  |
| 82                                      | 83                                  | Highland Park      |                                   |                                     |                  |
| 82                                      | 84                                  | Inkster            |                                   |                                     |                  |
| 82                                      | 85                                  | Southgate          |                                   |                                     |                  |
| 82                                      | 86                                  | Wyandotte          |                                   |                                     |                  |
| 82                                      | 89                                  | Dearborn Heights   |                                   |                                     |                  |
| 82                                      | 90                                  | Lincoln Park       |                                   |                                     |                  |
| 82                                      | 91                                  | Taylor             |                                   |                                     |                  |
| 82                                      | 92                                  | Westland           |                                   |                                     |                  |
| 82                                      | 95                                  | Dearborn           |                                   |                                     |                  |
| 82                                      | 96                                  | Livonia            |                                   |                                     |                  |
| 82                                      | 99                                  | Detroit            |                                   |                                     |                  |

# **UD-10 Traffic Crash Report Instruction Manual**

## **Appendix D**

### **Drug Index**

**Michigan Department of State Police  
Criminal Justice Information Center  
Traffic Crash Reporting Section**

**January 2014**

## Drug Index

### **-A-**

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|  |     |           |     |
|--|-----|-----------|-----|
| SPA  | 427 |           |     |
| Stanolone                                  | 822 | Zaleplon  | 386 |
| Stanozolol                                 | 823 | Zolpidem  | 387 |
| Stenbolone                                 | 852 | Zopiclone | 399 |
| Stimulant compounds<br>previously excepted | 440 |           |     |
| “Stimulants, Type Unknown”                 | 495 |           |     |
| Sufentanil                                 | 212 |           |     |
| Sulfondiethylmethane                       | 363 |           |     |
| Sulfonethylmethane                         | 364 |           |     |
| Sulfonmethane                              | 365 |           |     |

**-T-**

|                                |     |
|--------------------------------|-----|
| Talbutal                       | 366 |
| Temazepam 3                    | 67  |
| Tested; Drugs Found; type      | 998 |
| Tested; Results unknown        | 997 |
| Testolactone                   | 824 |
| Testosterone                   | 825 |
| Tetrahydrocannabinols (THC)    | 605 |
| Tetrahydrogestrinone           | 853 |
| Tetrazepam                     | 368 |
| Thebacon                       | 213 |
| Thebaine                       | 214 |
| Thenylfentanyl                 | 369 |
| Thiamylal                      | 370 |
| Thienylcyclohexyl]piperidine   | 708 |
| Thienyl Cyclohexyl Pyrrolidine | 710 |
| Thiofentanyl                   | 215 |
| Thiopental(Pentothal)          | 371 |
| Thiophene                      | 707 |
| Tiletamine/Zolazepam (Telazol) | 372 |
| Tilidine                       | 216 |
| Traizolam                      | 373 |
| Trenbolone                     | 826 |
| Trimeperidine                  | 217 |
| Trimethoxy amphetamine         | 521 |
| Tybamate                       | 374 |

**-U-**

|                             |     |
|-----------------------------|-----|
| Unknown If Tested For Drugs | 999 |
|-----------------------------|-----|

**-V-**

|                             |     |
|-----------------------------|-----|
| Vinbarbital                 | 434 |
| Volatile Solvents (toluene) | 900 |

# **UD-10 Traffic Crash Report Instruction Manual**

## **Appendix E**

### **Mileage Conversion Chart**

**Michigan Department of State Police  
Criminal Justice Information Center  
Traffic Crash Reporting Section**

**January 2014**

## **Mileage Conversion Chart**

| <b>Feet</b> | <b>Decimal</b> | <b>Fraction</b> |
|-------------|----------------|-----------------|
| 330         | 0.06           | 1/16            |
| 440         | 0.08           | 1/12            |
| 528         | 0.10           | 1/10            |
| 587         | 0.11           | 1/9             |
| 660         | 0.13           | 1/8             |
| 754         | 0.14           | 1/7             |
| 880         | 0.17           | 1/6             |
| 1056        | 0.20           | 1/5             |
| 1056        | 0.20           | 2/10            |
| 1320        | 0.25           | 1/4             |
| 1584        | 0.30           | 3/10            |
| 1760        | 0.33           | 1/3             |
| 1980        | 0.38           | 3/8             |
| 2112        | 0.40           | 2/5             |
| 2112        | 0.40           | 4/10            |
| 2640        | 0.50           | 1/2             |
| 2640        | 0.50           | 5/10            |
| 3168        | 0.60           | 3/5             |
| 3168        | 0.60           | 6/10            |
| 3300        | 0.63           | 5/8             |
| 3520        | 0.67           | 2/3             |
| 3696        | 0.70           | 7/10            |
| 3960        | 0.75           | 3/4             |
| 4224        | 0.80           | 4/5             |
| 4224        | 0.80           | 8/10            |
| 4620        | 0.88           | 7/8             |
| 4752        | 0.90           | 9/10            |
| 5280        | 1.00           | 1               |

**Note:** Document the measurement in feet with whole numbers or in miles with decimal numbers (instead of fractions  $\frac{1}{2}=.5$ ).

# **UD-10 Traffic Crash Report Instruction Manual**

## **Appendix F**

### **Drivers License Types**

**Michigan Department of State Police  
Criminal Justice Information Center  
Traffic Crash Reporting Section**

**January 2014**

# Drivers License Types

## Examples of Operator Licenses

Both with a CY Endorsement (motorcycle)



## Examples of Identification Cards

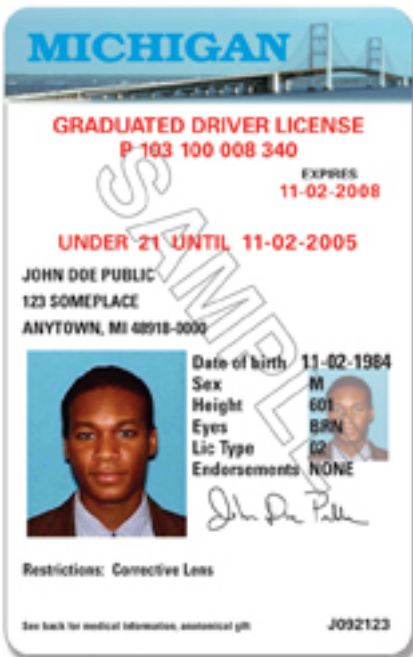


## Drivers License Types – Cont.

### Examples of Moped Licenses



### Examples of a Graduated License



## Drivers License Types – Cont.

### Examples of Commercial Driver Licenses (CDL)

All drivers with a CDL must first acquire a Chauffeurs License. After that they obtain a CDL Group Designation and Endorsements.



License Type: C (Chauffeurs)  
 CDL Group Designation: B  
 CDL Endorsement: P (Passenger)

### Examples of a Chauffeurs License



License Type: C (Chauffeurs)  
 Endorsements: None



# **Drivers License Types – Cont.**

## **Examples of Commercial Driver Licenses – Cont.**

|                |                  |
|----------------|------------------|
| License Types: | Endorsements:    |
| O = Operator   | CY = Cycle       |
| C = Chauffeur  | F = Farm         |
| M = Moped      | R = Recreational |

### **CDL Group Designations, Endorsements and Restrictions**

CDL Group Designations (A Michigan resident needs a CDL with the appropriate group designation as follows):

**Group A:** To operate a combination of vehicles with a gross combination weight rating (GCWR)\* of 26,001 pounds or more including a towed trailer or vehicle with a gross vehicle weight rating (GVWR)\*\* of more than 10,000 pounds.

**Group A allows you to operate Group B and Group C vehicles.**

**Group B:** To operate a single vehicle having a GVWR of 26,001 pounds or more or any such vehicle towing a vehicle not in excess of 10,000 pounds GVWR..

**Group B allows you to operate Group C vehicles.**

**Group C:** To operate a single vehicle with a GVWR under 26,001 pounds or a combination of vehicles having a combined GVWR under 26,001 lbs. when the vehicle is required to display a hazardous material placard, or designed to transport 16 or more passengers including the driver.

\*Gross Combination Weight Rating (GCWR) means the value specified by the manufacturer as the maximum loaded weight of a combination vehicle. In the absence of a label, the GCWR can be calculated by adding the GVWR of the power unit to the GVWR of the vehicle(s) or trailer(s) being towed.

\*\*Gross Vehicle Weight Rating (GVWR) is the recommended maximum total weight of the vehicle and load as designated by the vehicle manufacturer. The GVWR label is usually found on the driver side door post of the power unit and on the front left side of the trailer. The GVWR should not be confused with the elected gross vehicle weight (GVW) which is declared by the vehicle owner for registration purposes.

### **Endorsements**

In addition to the appropriate CDL group designation, endorsements are required for the following:

- **T - Double or Triple Trailers:** (Triple trailer combinations are not permitted in Michigan.)
- **P - Passenger:** For vehicles which are designed to carry 16 or more people (including the driver).
- **N - Tank Vehicles:** For vehicles designed to haul liquids or liquefied gases in bulk in permanently mounted tanks or portable tanks rated at 1,000 gallons or more.
- **H - Hazardous Materials:** To carry hazardous materials in amounts requiring placards. Before applying for this endorsement, you must have a Federal Security Threat Assessment. For more information about the Federal Security Threat Assessment, click [here](#).
- **X -** This X-endorsement code will appear on the license instead of the H and N codes when an applicant receives both the tank and hazardous materials endorsements.
- **S - School Bus:** For commercial motor vehicles used to transport pre-primary, primary, or secondary school students from home to school, school to home, or to and from school-sponsored events.

## **Drivers License Types – Cont.**

### **Examples of Commercial Driver Licenses – Cont.**

#### **Restrictions**

You could receive restrictions on your CDL under the following conditions:

- **Code 28 Restriction** – “CDL not valid for operating vehicles equipped with air brakes.” If you do not pass the air brake knowledge test, or if the vehicle you use for the CDL skills tests is not equipped with air brakes, you will be restricted from operating vehicles with air brakes.
- **Code 29 Restriction** – “CDL-P endorsement valid in Group B or C vehicles only.” If you are adding the P-Passenger endorsement to your current Group A designation, you must complete the CDL tests in a bus or school bus. If the bus you use for the P-Passenger endorsement skills tests is a Group B-Bus, your P-Passenger endorsement will be restricted to Group B and C vehicles.
- **Code 30 Restriction** – “CDL-P endorsement valid in Group C vehicles only.” If you are adding the P-Passenger endorsement to your current Group A or B designation, you must complete the CDL skills tests in a bus or school bus. If the bus you use for the P-Passenger endorsement skills test is a Group C-Bus, your P-Passenger endorsement will be restricted to Group C vehicles.

# **UD-10 Traffic Crash Report Instruction Manual**

## **Appendix G**

### **Driver Record Information for Crashes**

**Michigan Department of State Police  
Criminal Justice Information Center  
Traffic Crash Reporting Section**

**January 2014**

# **DRIVER RECORD INFORMATION FOR CRASHES**

The Master Driver Record (MDR) File identifies each Michigan driver and maintains the history of their driving record. The MDR File is a historical driving record for each individual licensed in Michigan; and for each non-licensed Michigan resident having driving information reported to the Department of State (non-licensed drivers having been involved in accidents and/or convicted of traffic violations). The MDR File also contains information regarding out-of-state drivers having Failure to Comply with Court actions related to alcohol involvement.

Driver record information originates from license branch offices, police agencies, courts, other states, internally from within the Department of State, Department of Public Health, and Department of Education.

A driver record includes: Current license application information, convictions for traffic violations, civil infraction determinations, failure to answer court judgments, accidents, and license withdrawal actions or restrictions on driving privileges.

## **Driver License Number**

The driver license number is a unique number assigned by the Department of State to an individual, upon application for a Michigan driver license, or is assigned by the department when processing an abstract from a court pertaining to a non licensed individual. The driver license number is a unique Soundex Code derived from a driver's last, first, and middle name, and month and day of birth. The driver license number identifies the driver and is used as the driver file key.

## **License Issued**

The MDR File specifies whether the current license application on file is an original, renewal, duplicate, or correction. If the driver does not have an application on file, the record will show "No License".

|              |                |
|--------------|----------------|
| O = Original | C = Correction |
| R = Renewal  | D = Duplicate  |

License Application codes may be preceded by:

E = Extension. The last application renewal was by mail.  
P = Probation. The driver is a probationary driver.

## **Probationary**

The MDR file contains an indicator for probationary drivers. Since October 1, 1979, a license issued to a person not previously licensed in Michigan or another state is designated as probationary for three years after the original license date.

## **Driver License Type**

The Department of State issues two basic types of driver licenses---Operator and Chauffeur. A Motorcycle, Farm, and/or Recreational endorsement may be added to the operator or chauffeur license. Less frequently used are Moped and Minor Restricted licenses. Since January 1, 1990, some commercial drivers may need a Commercial Driver License (CDL). Commercial Driver License Group and CDL endorsements are added to the chauffeur license. The requirements for a Chauffeur license do not change; however, upon application for a Chauffeur license, determination is made if a CDL is necessary. The CDL is based on the gross vehicle weight rating (GVWR) of a vehicle and designation of what the vehicle is hauling or towing. See Box 2 on next page for listing of license type codes.

# **DRIVER RECORD INFORMATION FOR CRASHES – Cont.**

## **Driver License Type Codes**

|                   |   |  |
|-------------------|---|--|
| <b>CHAF</b>       | = | Chauffeur's License                        |
| <b>CHAF-CY</b>    | = | Chauffeur's License with cycle endorsement |
| <b>MINOR-REST</b> | = | Minor Restricted License                   |
| <b>MOPED</b>      | = | Moped License                              |
| <b>OPER</b>       | = | Operator's License                         |
| <b>OPER-CY</b>    | = | Operator's License with cycle endorsement  |

may be followed by:

|            |   |  |
|------------|---|--|
| <b>TIP</b> | = | Temporary Instruction Permit allows the holder to practice driving for up to 150 days with a licensed adult. |
|------------|---|--|

may be followed by:

|            |                  |            |                          |
|------------|------------------|------------|--------------------------|
| <b>F =</b> | Farm Endorsement | <b>R =</b> | Recreational Endorsement |
|------------|------------------|------------|--------------------------|

License type may be followed by CDL Group code:

|            |             |            |             |            |             |
|------------|-------------|------------|-------------|------------|-------------|
| <b>A =</b> | CDL Group A | <b>B =</b> | CDL Group B | <b>C =</b> | CDL Group C |
|------------|-------------|------------|-------------|------------|-------------|

CDL Group code may be followed by CDL endorsement code:

|            |                 |            |                        |
|------------|-----------------|------------|------------------------|
| <b>H =</b> | Hazardous Cargo | <b>N =</b> | Tank                   |
| <b>P =</b> | Passenger       | <b>T =</b> | Double/Triple Trailers |

## **License Expiration**

The license expiration year shown on a driver license and on the MDR File, is the year in which the current driver license expires on the driver's birthdate.

## **Birthdate**

The birthdate on the driver license application must be the driver's legally recorded date of birth.

## **Name**

A driver's name for license application, and the name maintained on the MDR File must be the full legal name of the driver, as verified by acceptable legal documents.

## **Description of Driver**

Beginning January 1, 1990, Height, Weight, and Eye Color is retained on the MDR File, once this data is collected from license applications.

# **DRIVER RECORD INFORMATION FOR CRASHES – Cont.**

## **Driver Moved Out-Of-State**

The MDR File maintains an indicator of a driver having moved out-of-state and becoming licensed in another state. The indicator specifies the issuing state upon transferring from Michigan.

## **Special Restrictions**

The MDR File reflects "special restriction" on an individual's driving privilege when that driver has need for special equipment and/or restricted time of day, or radius of driving limitations. These special restrictions are an effort toward safe operation of motor vehicles by drivers, including those having artificial limbs or physical disabilities requiring special steering knobs, cushions, hand controls, and/or sight problems. Also, there are special restrictions that place limitations on some CDLs.

## **Change of Address – Address History**

A history of all address changes for any individual is maintained, through access to microfilm and microfiche, up to the three most current changes prior to the current license address. The date of change is the date on which the driver actually notified the department of the address change.

## **Previous Name/Alias Name**

A previous name other than the name of an individual, if currently licensed, is a name changed by marriage or court order. A previous name is maintained on the master file for four years subsequent to the posting of the name change. An alias name, or assumed name, is a name used for licensing purposes by an individual, not resulting from marriage or court order.

## **Convictions & Civil Infraction Determinations**

Conviction and civil infraction records include date of court finding, arrest date, court location, name of offense, miles per hour (if offense was speeding), if more than one violation was reported at the "same incident", if the abstract was "late received" by the department from the court, and the type of vehicle used at time of violation.

## **Failure To Answer Citation/Failure To Comply With Court Judgment**

Courts notify the Department of State if a driver has failed to answer the court after 40 days subsequent to the date of prescribed hearing. The notice from the court is the notice for this department to suspend the driver's license, and to notify the driver of the suspension by regular mail. Records of failing to comply with a court contain: violation date, hearing date, location place of arrest, type of offense, miles per hour (if the violation was speeding) date of suspension and the court date or the court file number.

Upon compliance with the court, the court subsequently notifies the department that the driver did appear, a determination was made, and if convicted, whether or not the driver paid the required reinstatement fee to the court.

# **DRIVER RECORD INFORMATION FOR CRASHES – Cont.**

## **Crashes**

Crash information retained on the MDR File includes: date of crash, number of vehicles involved in the incident, number of persons injured, number persons killed, if any; policing agency, police agency report number. Crash information is reported to the Department of State by the Michigan State Police. All other police agencies report crashes to MSP, and they subsequently submit crash information to this department (See Crash Codes).

## **Court Actions**

When District Courts take action against an individual's driving privilege, they notify the Department of State by abstract of conviction. District courts may order revocations, suspensions and/or restrictions. Circuit Courts submit to this department decisions on appeals of departmental actions, and additions to or amendments to previous court actions (suspensions, revocations, restrictions, or denials). Court action information includes: type of action, occurrence date, dates on which the action is effective and termination intended, reason(s) for the action, and court name.

## **Departmental Actions**

Actions taken by the Department of State Bureau of Driver Assessment are: Warning Letters, re-examination interviews with the driver, license cancellation, restricted licenses, suspensions, suspension with restrictions, revocation, or denial of driver license. The department's licensing branch offices may deny issuance of a license based upon license application test results. Departmental actions are maintained on the MDR File with the reason(s) for the actions, their effective and termination dates, and whether the required reinstatement fee has been paid (see Referral Reasons).

## **Financial Responsibility Action (Fr)**

The Department of State is notified by courts to take action on a driver's eligibility to be licensed to drive, upon judgment arising out of ownership, maintenance, or use of a motor vehicle. Detailed information pertaining to Financial Responsibility is maintained on a separate FR File, although the action information is recorded, maintained, and accessed via the MDR File.

# **DRIVER RECORD INFORMATION FOR CRASHES – Cont.**

## **CODED INFORMATION APPEARING ON A DRIVER RECORD**

### **Vehicle Type Codes**

| <b><u>ABBREV.</u></b> | <b><u>EXPLANATION</u></b>  |
|-----------------------|--|
| BU                    | Bus  |
| CY                    | Cycle  |
| GC                    | Go Cart  |
| HI                    | Hazardous Cargo Truck – Single Vehicle                           |
| H2                    | Hazardous Cargo Truck – Cab (Tractor) plus Trailer               |
| H3                    | Hazardous Cargo Truck – Cab (Tractor) plus Double Bottom Trailer |
| MO                    | Moped  |
| OR                    | Off Road Vehicle   |
| PA                    | Passenger Car, including 2 DR, 4 DR, and Station Wagon           |
| PU                    | Pickup Truck   |
| SB                    | School Bus   |
| SM                    | Snowmobile   |
| ST                    | Small Truck (under 10,000 lbs)                                   |
| TI                    | Truck – Single Vehicle   |
| T2                    | Truck – Cab (Tractor) plus 1 Trailer                             |
| T3                    | Truck – Cab (Tractor) plus Double Bottom Trailer                 |
| VA                    | Van  |

### **These Vehicle Codes May Appear In A Conviction Record As Type Of Vehicle Driven At Time Of Violation.**

| <b><u>ABBREV.</u></b> | <b><u>EXPLANATION</u></b>           | <b><u>ABBREV.</u></b> | <b><u>EXPLANATION</u></b>          |
|-----------------------|-------------------------------------|-----------------------|------------------------------------|
| AA                    | Group A Vehicle                     | CP                    | C & Passenger                      |
| AH                    | A & Hazardous                       | CS                    | C & School Bus                     |
| AL                    | A & Tank & Double/triple, hazardous | CV                    | CDLIS Veh from CSOR                |
| AN                    | A & Tank                            | CX                    | C & Tank & Hazardous               |
| AS                    | A & School Bus                      | CY                    | Cycle                              |
| AP                    | A & Passenger                       | CG                    | Go Cart                            |
| AT                    | A & Double/triple                   | HV                    | CDLIS Hazardous Veh. from CSOR     |
| AX                    | A & Tank & Hazardous                | NC                    | CDLIS Non-Comm. Veh. from CSOR     |
| AY                    | A & Tank & double/triple            | MD                    | Medium Duty Trucks                 |
| AZ                    | A & Double/triple & hazardous       | MO                    | Moped                              |
| BB                    | B Veh.                              | OR                    | Off Road Vehicle                   |
| BH                    | B & Hazardous                       | PA                    | Passenger (2 dr, 4 dr, Sta. Wagon) |
| BN                    | B & Tank                            | PU                    | Pick Up Truck                      |
| BP                    | B & Passenger                       | SM                    | Snowmobile                         |
| BS                    | B & School Bus                      | ST                    | Small Truck (Under 10,000 pounds)  |
| BX                    | B & Tank & Hazardous                | VA                    | Van                                |
| BU                    | Bus                                 | WC                    | Watercraft                         |
| CH                    | C & Hazardous                       |                       |                                    |



# **DRIVER RECORD INFORMATION FOR CRASHES – Cont.**

## **CODED INFORMATION APPEARING ON A DRIVER RECORD**

### **Warning Letters**

|                   |  |
|-------------------|--|
| DI Correspondence | <b>D</b> = (4 to 7 points)   |
| DI Warning Letter | <b>D</b> = (8 to 11 points)  |
| DI Warning Letter | <b>E</b> = (0 to 7 points and "violation of corrective lens restriction)         |
| DI Warning Letter | <b>H</b> = Probationary driver with a 1-3 point conviction (no previous action). |

### **Crash Codes**

#### **Drinking Code Prior to July, 2002**

|    |                       |
|----|-----------------------|
| X0 | No drinking Code      |
| X3 | Had been drinking     |
| X4 | Had not been drinking |
| X5 | Not stated            |

#### **Drinking and Drug Code After July, 2002**

|    |                                      |
|----|--------------------------------------|
| X0 | Not used                             |
| X3 | Had been drinking                    |
| X4 | Had NOT been drinking or using drugs |
| X5 | Not stated                           |
| X6 | Had been using drugs                 |
| X7 | Had been drinking and using drugs    |

### **Referral Reasons For Departmental Review Or Action**

#### **ABBREV. EXPLANATION**

|          |  |
|----------|--|
| <b>A</b> | Unable To Pass Test (road, sign, vision, or written) |
| <b>D</b> | Unsatisfactory Driving Record                        |
| <b>E</b> | Violation of Restrictions                            |
| <b>H</b> | UDR During Probationary License Period               |

# **DRIVER RECORD INFORMATION FOR CRASHES – Cont.**

## **STANDARD ABBREVIATIONS**

| <b><u>ABBREV.</u></b> | <b><u>EXPLANATION</u></b>   | <b><u>ABBREV.</u></b> | <b><u>EXPLANATION</u></b>                     |
|-----------------------|---|-----------------------|---|
| ACC                   | Accident  | MAND                  | Mandatory                                     |
| ADDL                  | Additional  | MCL                   | Michigan Compiled Laws                        |
| ADMIN                 | Administrative  | MED                   | Medical                                       |
| AHSP                  | Alcohol Highway Safety Program  | MS                    | Mandatory Suspension                          |
| &                     | And   | MSP                   | Michigan State Police                         |
| APP                   | Application   | MTR                   | Motor   |
| APPR                  | Approved  | MUN                   | Municipal (Court)                             |
| APT                   | Apartment   | NEG                   | Negligent                                     |
| AUTH                  | Authority, Authorized   | NUM                   | Numb  |
| CDL                   | Commercial Driver License   | ORIG                  | Original                                      |
| CDSS                  | County Driver Safety School   | OUCS                  | Operating Under Influent Controlled Substance |
| CF #                  | Court File Number   | OUIL                  | Operating Under Influent Of Liquor            |
| CIRC                  | Circuit (Court)   | OWI                   | Operating While Impaired                      |
| CIR CT                | Circuit Court   | P.D.                  | Property Damage                               |
| CONF                  | Conference  | P.I.                  | Personal Injury                               |
| CONTD                 | Continued   | PD                    | Police Department                             |
| DEPT                  | Department  | PROB                  | Probation                                     |
| DI                    | Driver Improvement  | RECOM                 | Recommend(Ed)                                 |
| DIAG                  | Diagnostic  | REFD                  | Referred                                      |
| DLAD                  | Driver License Appeal Division  | REQ                   | Requirements                                  |
| DR STMT               | Doctor's Statement  | RESP                  | Responsible or Responsibility                 |
| EFF                   | Effective   | REST                  | Restrictions or Restricted                    |
| ELIG                  | Eligible  | RETD                  | Returned                                      |
| EMERG                 | Emergency   | REV                   | Revocation                                    |
| EQUIP                 | Equipment   | RD                    | Road  |
| FAC                   | Failure To Appear In Court  | SO                    | Sheriff's Office                              |
| FCA                   | Failure To Change Address   | SOS                   | Secretary Of State                            |
| FCJ                   | Failure To Comply With Judgment   | SPEC                  | Special                                       |
| FCPV                  | Failure To Clear Parking Violations   | SSN                   | Serial Number                                 |
| FED                   | Federal   | ST                    | Street  |
| FIN RESP              | Financial Responsibility Or FR  | STMT                  | Statement                                     |
| FTA                   | Failed To Appear  | SUBJ                  | Subject                                       |
| GRP                   | Group   | SUPT                  | Superintendent                                |
| GVW                   | Gross Vehicle Weight  | SUSP                  | Suspension                                    |
| HOSP                  | Hospital  | TEMP                  | Temporary                                     |
| HWY                   | Highway   | TERM                  | Terminate                                     |
| INC                   | Incorporated  | TIP                   | Temporary Instruction Permit                  |
| INDEF                 | Indefinitely  | TRAF                  | Traffic (Court)                               |
| INFO                  | Information   | UA                    | Under Age (Under 21)                          |
| INFL                  | Influence   | UBAC                  | Unlawful Body Alcohol Content                 |
| INJ                   | Injured   | UDAA                  | Unlawfully Driving Away Auto                  |
| INSTR                 | Instruction   | UDR                   | Unsatisfactory Driving Record                 |
| INTOX                 | Intoxicated   | UJ                    | Unsatisfied Judgment                          |
| LATE RECD             | Late Received Abstract  | VEH                   | Vehicle                                       |
| ABST                  | (90 Days lapse from date of conviction to time Department Received Abstract From Court) | VIOL                  | Violation                                     |
| LIC                   | License   | X-WAY                 | Expressway or Freeway                         |
| LIQ                   | Liquor  | W/O                   | Without                                       |
| MAG                   | Magistrate (Court)  | YR                    | Year  |

NOTE: Non-standard abbreviations may appear in specific descriptions of restrictions according to place of employment, involvement in schools and/or agencies to where the driver may be referred for rehabilitation and counseling.

# **DRIVER RECORD INFORMATION FOR CRASHES – Cont.**

## **Commercial Driver License**

### **CDL Groups**

- A = CDL Group A** (To operate a vehicle which tows another vehicle with GVWR of 10,000 pounds. Group A allows Group B & C vehicles)
- B = CDL Group B** (To operate a single vehicle having GVWR of 26,001 or more and/or combination of vehicles having GVWR of 26,001 or more towing a vehicle not more than 10,000 GVWR. Also allows Group C)
- C = CDL Group C** (To operate small vehicles designed to carry 16 or more passengers including driver and/or small vehicle carrying hazardous material in small amounts requiring placard)

CDL Group may be followed by:

### **CDL Endorsement**

There are four endorsements which can be added to a CDL when operating specific types of vehicles. The endorsements are as follows:

**T – Double trailers.** Needed on a group A license when towing two trailers. (Triple trailers are not permitted in Michigan.)

**N – Tankers.** Required on a group A or B license when hauling liquids or liquefied gases in bulk in permanently mounted tanks or portable tanks rated at 1000 gallons or more. A tanker endorsement may also be needed on a group C license when hauling hazardous materials in a small tanker.

**H – Hazardous Materials.** Needed on a group A, B, or C license when carrying hazardous materials or hazardous waste in amounts requiring the vehicle to be placarded.

**P – Passenger.** Required on a group A, B, or C license when the vehicle is designed to carry 16 or more people including the driver.

**CDL records contain the drivers Social Security Number** in addition to the Driver License Number.

# **DRIVER RECORD INFORMATION FOR CRASHES – Cont.**

## Crash Codes

### **Explanation Of Crash Violation Code As Listed On The Master Driving Record**

| <u>Before 1992</u>   | <u>During 1992</u>                          | <u>During 1993 – 1999</u>    | <u>2000 – Present</u>                                      |
|--|---|------------------------------|--|
| 00 No violation code   | 00 No violation code                        | 00 None                      | 00 None  |
| 01 Speed to fast   | 01 Translated to 00 on MDR                  | 01 Speed to fast             | 01 Speed to fast   |
| 02 Speed to slow   | 02 Speed too fast                           | 02 Speed too slow            | 02 Speed too slow  |
| 03 Failed to yield right of way – disregard of traffic control   | 03 Speed to slow                            | 03 Failed to yield           | 03 Failed to yield   |
| 04 Drove wrong way   | 04 Failed to yield                          | 04 Disregard traffic control | 04 Disregard traffic control                               |
| 05 Drove left of center, improper over taking and passing, improper lane usage                               | 05 Disregard traffic control                | 05 Drove wrong way           | 05 Drove wrong way   |
| 06 Improper turn, improper or no signal  | 06 Drove wrong way                          | 06 Drove left of center      | 06 Drove left of center                                    |
| 07 Improper backing, unsafe start  | 07 Drove left of center                     | 07 Improper passing          | 07 Improper passing  |
| 08 Following too closely, unable to stop in assured clear distance ahead, failed to use due care and caution | 08 Improper passing                         | 08 Improper lane use         | 08 Improper lane use                                       |
| 09 Other hazardous action  | 09 Improper lane use                        | 09 Improper turn             | 09 Improper turn   |
|  | 10 Improper turn                            | 10 Improper turn/no signal   | 10 Improper signal   |
|  | 11 Improper/No signal                       | 11 Improper backing          | 11 Improper backing  |
|  | 12 Improper backing                         | 12 Unable to stop            | 12 Unable to stop in assured clear distance                |
|  | 13 Unable to stop in assured clear distance | 13 Other                     | 13 Other   |
|  | 14 Other                                    | 14 Unknown                   | 14 Unknown**   |
|  | 15 Reckless driving                         |                              | 15 Reckless Driving  |
|  | 16 Careless/negligent driving               |                              | 16 Careless/Negligent Driving                              |
|  | 17 Unknown                                  |                              |  |
| 99 Uncoded & Errors  | 99 Uncoded & Errors                         | 99 Uncoded & Errors          | 99 Uncoded & Errors (possible multiple Hazardous Actions)* |

These hazardous action codes are prefaced with the letter "V" on the actual crash reports  
(example: V01-V03-V08)

# **DRIVER RECORD INFORMATION FOR CRASHES – Cont.**

## **Sample Driving Record**

```
D-616-135-108-030
DAVID CARR DRIVER      01/10/1945 M
12345 MAIN ST          R-CHAF-CY-AHNPT 01/13/1994 1998
ANYWHERE MI 48000-1234 363-41-7001

020888 MIDLAND         011588 ENERGY SPEED 70/65/55 -PA
062888 DETROIT         052688 FAILED TO SIGNAL AND/OR OBSERVE
                        -PA
                        **** 080288 REFD D
                        **** 120288 RE-EXAM DATE 12/02/1988 SUSP
                                FROM 12/07/1988 THRU 04/06/1989,
                                REINSTATEMENT FEE REQUIRED, FROM
                                REFERRAL OF 08/02/1988,
                                UNSATISFACTORY DRIVING RECORD,
                                ADMIN REVIEW
                        **** 020790 REINSTATEMENT FEE PAID
                                02/07/1990
082890 ILLINOIS        072690 ENERGY SPEED 65/70/55 -LATE
                        RECD ABST 1
102591 MIDLAND         071991 DISOBEYED TRAFFIC SIGNAL -PA 3
012292 MARINE CITY    011092 OPERATED WHILE IMPAIRED -PA 4
ACCIDENT 071991 020-0440 MIDLAND
                        2 VEH 0 INJ 0 KILLED V03 X4 1110
MI SOS (PREPARED IN COMPLIANCE WITH MCL 257.733)
```

The preceding sample driver record would be interpreted as follows:

- Line 1** Driver License Number, coded using last, first, & middle names, and month and day of birth.
- Line 2** Driver's legal name, date of birth and sex code (M or F)
- Line 3** Street address, license type and application (Renewal Chauffeur license with cycle endorsement, with CDL Group A, & endorsements to haul hazardous cargo, operate tank, passenger, or double/triple trailers), license issue date and year of expiration.
- Line 4** City, state, and zip code, social security number (only appears on CDL licenses)
- Line 5** Issued citation on 1/15/88 for energy speed violation (driving 70 in 65/55 zone) while operating a passenger vehicle. Was convicted of violation on 2/8/88 in Midland.
- Line 6** Issued ticket on 5/26/88 for failing to signal or observe while driving a passenger vehicle. Was convicted on 6/28/88 in Detroit.
- Line 8** Was referred on 8/2/88 for re-exam by Driver Improvement for unsatisfactory driving record. Was issued a suspension at an administrative review by DI on 12/02/88 effective from 12/7/88 thru 4/6/89.
- Line 15** Paid reinstatement fee on 2/7/90 to reinstate driving privilege.
- Line 17** Conviction from Illinois for energy speed violation. Was late received abstract and assessed one point for violation.
- Line 19** Disobeyed traffic signal violation on 7/19/91, convicted on 10/25/91 in Midland, assessed 3 points.
- Line 20** Operated while impaired violation on 1/10/92, convicted on 01/22/92 in Marine City and assessed 4 points.
- Line 21** Involved in accident on 7/19/91 in Midland involving 2 vehicles, no injuries. Accident was caused because of a failure to yield (V03) and the driver had not been drinking (X04). Accident report can be found on reel 20, frame 440.
- Line 23** End of record (MI SOS) and authority statement.

## **DRIVER RECORD INFORMATION FOR CRASHES – Cont.**

The Master Driver Record File identifies each Michigan driver and maintains the history of their driving record. The MDR File is a historical driving record for each individual licensed in Michigan: and for non-licensed Michigan resident having driving information reported to the Department of State (non-licensed drivers having been involved in accidents and/or convicted of traffic violations). The MDR File also contains information regarding out-of-state drivers having Failure to Comply with court actions related to alcohol involvement.

Driver record information originates from license branch offices, police agencies, courts, other states, internally from within the Department of State, Department of Public Health, and Department of Education.

A driver record includes: Current license application information, convictions for traffic violations, civil infraction determinations, failure to answer court judgments, accidents, and license withdrawal actions or restrictions on driving privileges.

### **License Issued**

The MDR File specifies whether the current license application on file is an original, renewal, duplicate, or correction. If the driver does not have an application on file, the record will show "No License."

|   |               |
|---|---------------|
| O = Original  | R = Renewal   |
| C = Correction  | D = Duplicate |
| License Applications may be preceded by:                |               |
| E = Extension. The last application renewal was by mail |               |
| P = Probation. The driver is a probationary driver      |               |

Beginning April 1, 1997, Michigan implemented the Graduated Driver License Program. What level the driver currently has is indicated to the right of the driver's license number and a description of the restrictions are listed below the address. **GDL LEVEL 1, GDL LEVEL 2 or GDL LEVEL 3**

### **Driver License Type**

The Department of State issues two basic types of drivers licenses – Operator and Chauffeur. A Motorcycle, Farm and/or Recreational endorsement may be added to the operator or chauffeur license. Less frequently used are Moped and Minor Restricted licenses. Since January 1, 1990, some commercial drivers may need a Commercial Driver License (CDL). Commercial Driver License Group and CDL endorsements are added to the chauffeur license. The requirements for a Chauffeur license do not change: however, upon application for a Chauffeur license, determination is made if a CDL is necessary. The CDL is based on the gross vehicle weight rating (GVWR) of a vehicle and designation of what the vehicle is hauling or towing. It is possible for a driver in Michigan to have an operator's license with a CDL group. See box below for listing of license type codes.

# **DRIVER RECORD INFORMATION FOR CRASHES – Cont.**

## **Driver License Type (Cont.)**

|                   |   |  |
|-------------------|---|--|
| <b>CHAF</b>       | = | Chauffeur's License  |
| <b>CHAF-CY</b>    | = | Chauffeur's License with cycle endorsement   |
| <b>MINOR-REST</b> | = | Minor Restricted License   |
| <b>MOPED</b>      | = | Moped License  |
| <b>OPER</b>       | = | Operator's License   |
| <b>OPER-CY</b>    | = | Operator's License with cycle endorsement  |
| <b>TIP</b>        | = | Temporary Instruction Permit allows the holder to practice driving for up to 150 days with a licensed adult. |

May be followed by:

|                             |                                     |
|-----------------------------|-------------------------------------|
| <b>F</b> = Farm Endorsement | <b>R</b> = Recreational Endorsement |
|-----------------------------|-------------------------------------|

License type may be followed by CDL Group code:

|                        |                        |                        |
|------------------------|------------------------|------------------------|
| <b>A</b> = CDL Group A | <b>B</b> = CDL Group B | <b>C</b> = CDL Group C |
|------------------------|------------------------|------------------------|

CDL Group code may be followed by CDL Endorsement code:

|                            |                                   |
|----------------------------|-----------------------------------|
| <b>H</b> = Hazardous Cargo | <b>N</b> = Tank                   |
| <b>P</b> = Passenger       | <b>T</b> = Double/Triple Trailers |

## **Crashes**

Crash information retained on the MDR File includes: date of crash, number of vehicles involved in the incident, number of persons injured, number persons killed, if any; policing agency, police agency report number. Crash information is reported to the Department of State by the Michigan State Police. All other police agencies report crashes to MSP, and they subsequently submit crash information to MDOS/SOS.

## **Accident Codes**

The Violation and Drinking Item Codes follow the counts in accident records at SOS. See below listings.

### **Violation Codes**

|           |                           |
|-----------|---------------------------|
| <b>V1</b> | Speed too fast            |
| <b>V2</b> | Speed too slow            |
| <b>V3</b> | Failed to yield           |
| <b>V4</b> | Disregard traffic control |
| <b>V5</b> | Drove wrong way           |
| <b>V6</b> | Drove left of center      |
| <b>V7</b> | Improper passing          |

### **Violation Codes**

|            |                    |
|------------|--------------------|
| <b>V8</b>  | Improper lane use  |
| <b>V9</b>  | Improper turn      |
| <b>V10</b> | Improper/No Signal |
| <b>V11</b> | Improper backing   |
| <b>V12</b> | Unable to stop     |
| <b>V13</b> | Other              |
| <b>V14</b> | Unknown            |

### **Drinking Item Codes**

|           |                       |
|-----------|-----------------------|
| <b>X3</b> | Had Been Drinking     |
| <b>X4</b> | Had Not Been Drinking |
| <b>X5</b> | Not Stated            |

The Violation and Drinking Item codes are underlined below:

**ACCIDENT 07/12/1999 #321123 LANSING PD**  
**2 VEH 0 INJ 0 KILLED V1 X4**

# **DRIVER RECORD INFORMATION FOR CRASHES – Cont.**

## **Vehicle Codes**

A four-numeral code may follow the drinking item code in an accident record. These codes indicate what type of vehicle was involved. The first two numbers indicate the Vehicle Make:

### **Passenger Cars**

|                         |             |                  |                    |
|-------------------------|-------------|------------------|--------------------|
| 00 Amer Motors/ Renault | 05 Dodge    | 11 Oldsmobile    | 17 Honda           |
| 01 Buick                | 06 Ford     | 12 Plymouth      | 18 Other Foreign   |
| 02 Cadillac             | 07 Imperial | 13 Pontiac       | 19 Other Domestic  |
| 03 Chevrolet            | 08 Jeep     | 14 Volkswagen    | 70 Mazda           |
| 04 Chrysler             | 09 Lincoln  | 15 GMC           | 71 Nissan (Datsun) |
|                         | 10 Mercury  | 16 International | 72 Toyota          |

### **Trucks**

|              |                  |                   |                  |
|--------------|------------------|-------------------|------------------|
| 20 Chevrolet | 25 GMC           | 30 White (Volvo)  | 35 Kenworth      |
| 21 Diamond T | 26 International | 31 Jeep           | 36 Mercedes-Benz |
| 22 Dodge     | 27 Mack          | 32 Freightliner   | 37 Nissan        |
| 23 Federal   | 28 Peterbilt     | 33 Hino           | 38 Western Star  |
| 24 Ford      | 29 Reo           | 34 IHC (Navistar) | 39 Other Trucks  |

### **Special Vehicles**

|                            |                            |                     |                     |
|----------------------------|----------------------------|---------------------|---------------------|
| 40 Motorcycle              | 41 School Bus              | 42 Commercial Bus   | 43 Farm Equipment   |
| 44 Road Construction Equip | 45 Fire Equipment          | 46 Ambulance/Hearse | 47 Police Equipment |
| 48 Snowmobile              | 49 Other or Not Known      | 50 Off-Road         | 51 Go-Cart          |
| 52 Moped                   | 63 Motor Home/Recreational |                     |                     |

#### **The third number indicates the Vehicle Type:**

|   |
|---|
| 1 Passenger car (incl. station wagon)                               |
| 4 Van (passenger or utility)  |
| 5 4-Wheel Drive utility vehicle (jeep, blazer, bronco, scout, etc.) |
| 6 Pickup (2 & 4-Wheel Drive)  |
| 7 Truck (stake, dump, step van, flat bed, etc.)                     |
| 8 Truck tractor (semi)  |
| 9 Other or Not Known  |

#### **The fourth number indicates the Trailer Type:**

|                                  |
|----------------------------------|
| 0 None                           |
| 1 All trailers, except below     |
| 2 Towed vehicles                 |
| 3 Single bottom semi             |
| 4 Double bottom combination      |
| 5 House trailer                  |
| 6 Semi with no trailer (bobtail) |

An example of these codes is underlined below, indicating a Chevrolet (03), Passenger Car (1), and No Trailer (0):

**ACCIDENT                    08/31/1999 065-3361 GLADSTONE**  
**2 VEH 1 INJ 0 KILLED X4 0310**



# **DRIVER RECORD INFORMATION FOR CRASHES – Cont.**

## **Older Accident Codes**

**Prior to 1992** the vehicle type consists of four numbers. The first two denote the type and make of vehicle; the third indicates body style, and the fourth is a trailer indicator.

### **First Two Digits (type and make of vehicle)**

|    |                 |    |                  |    |                    |
|----|-----------------|----|------------------|----|--------------------|
| 00 | American Motors | 20 | Chevrolet TK     | 40 | Motorcycle         |
| 01 | Buick           | 21 | Diamond T TK     | 41 | School Bus         |
| 02 | Cadillac        | 22 | Dodge TK         | 42 | Commercial Bus     |
| 03 | Chevrolet       | 23 | Federal TK       | 43 | Farm Equipment     |
| 04 | Chrysler        | 24 | Ford TK          | 44 | Road Const. Equip. |
| 05 | Dodge           | 25 | GMC TK           | 45 | Fire Equipment     |
| 06 | Ford            | 26 | International TK | 46 | Ambulance/Hearse   |
| 07 | Imperial        | 27 | Mack TK          | 47 | Police Equipment   |
| 08 | Jeep            | 28 | Peterbilt TK     | 48 | Snowmobile         |
| 09 | Lincoln         | 29 | Reo TK           | 49 | Other/Not Known    |
| 10 | Mercury         | 30 | White TK         | 50 | ORV                |
| 11 | Oldsmobile      | 31 | Jeep TK          | 51 | Go-Cart            |
| 12 | Plymouth        | 32 | Freightliner TK  | 52 | Moped              |
| 13 | Pontiac         | 33 | Hino TK          | 63 | Motor Home         |
| 14 | VW              | 34 | Navistar TK      | 70 | Mazda Auto         |
| 15 | GMC             | 35 | Kenworth TK      | 71 | Nissan/Datsun Auto |
| 16 | International   | 36 | Mercedes TK      | 72 | Toyota Auto        |
| 17 | Honda           | 37 | Nissan TK        | 99 | Unknown            |
| 18 | Other Foreign   | 38 | Western Star TK  |    |                    |
| 19 | Other Domestic  | 39 | Other Truck      |    |                    |

### **Third Digit (body style)**

|   |                       |   |               |   |       |
|---|-----------------------|---|---------------|---|-------|
| 1 | Passenger             | 4 | Passenger Van | 7 | Truck |
| 5 | 4-wheel drive         | 8 | Truck Tractor |   |       |
| 6 | Pickup (2 or 4 wheel) | 9 | Other/Unknown |   |       |

### **Fourth Digit (trailer)**

|   |                    |   |                  |   |                      |
|---|--------------------|---|------------------|---|----------------------|
| 0 | No Trailer         | 3 | Single unit semi | 6 | Tractor w/no trailer |
| 1 | All other trailers | 4 | Double unit semi | 7 | Pickup w/2 trailers  |
| 2 | Towed vehicle      | 5 | Mobile home      | 0 | Unknown              |

## **DRIVER RECORD INFORMATION FOR CRASHES – Cont.**

**Prior to 1993** the violation/hazardous action codes were as follows (Code Before 1992 During 1992):

- V01 Speed too fast None
- V02 Speed too slow Speed too fast
- V03 Failed to yield/disregard traffic control device Speed too slow
- V04 Drove wrong way Failed to yield
- V05 Left of center/improper passing/improper lane use Disregard traffic control device
- V06 Improper turn/no signal Drove wrong way
- V07 Improper backing/unsafe start Drove left of center
- V08 Following too close/unable to stop Improper passing
- V09 Other Improper lane use
- V10 Improper turn
- V11 Improper signal
- V12 Improper backing
- V13 Unable to stop
- V15 Reckless driving
- V16 Careless driving
- V17 Unknown
- V01 Speed too fast None

### **Complete Driving Records**

#### **EDITED (47:36)**

This response provides convicted driver accident and traffic violations. This response does not include accident, traffic, and other actions for which SOS has no violation conviction information. DO NOT attempt to determine current status from this response; use the 47:35 response for driver eligibility checks.

#### **UNEDITED (47:42)**

This response includes all driver accident and traffic information and other actions (conviction and non-conviction violations). This record is to be obtained only on a need to know basis. DO NOT attempt to determine current status from this response; use the 47:35 response for driver eligibility checks.

## **DRIVER RECORD INFORMATION FOR CRASHES – Cont.**

### Example:

1 D-616-067-108-888  
2 ANNE CARR DRIVER 11/20/1962 F 5-08 130 GRN  
3 7064 CROWNER DR R-OPER 10/10/1998 2000  
4 LANSING MI 48918-0001 23 VOTER CORRECTIVE LENS  
5 07/27/1998 FARMINGTON 06/24/1998 LIMITED ACCESS SPEED 65/55 --PA  
6 ACCIDENT 11/12/1998 032-1234 NORTHVILLE SP  
7 5 VEH/UNIT 1 INJ 0 KILLED X4 PA  
MI SOS (PREPARED IN COMPLIANCE WITH MCL 257.733)  
(FOR GOVERNMENTAL OR INDIVIDUAL DRIVERS USE ONLY)

### Explanation:

- Line 1 Driver License Number
- Line 2 Name; Date of Birth; Sex; Height; Weight; and Eye Color
- Line 3 Street Address; Type of License; Transaction Date; and Year of Expiration
- Line 4 City; Zip Code; and County Code, Voter Registration; Restrictions (Corrective Lens)
- Line 5 Date of Conviction; Place of Conviction; Date of Offense; Violation Type; Points Accessed (if any);and Type of Vehicle
- Line 6 Accident Date; Police Report Number; and Police location
- Line 7 Counts (vehicles involved, persons injured, persons killed, and drinking item code)

For more detailed information about interpreting driving records, refer to the LEIN Operations Manual. It can be found in MiCJIN at the Communities link on the left side of the main screen, or at [www.leo.gov](http://www.leo.gov), or by contacting LEIN Field Services for a CD at [MSPLEINFSS@michigan.gov](mailto:MSPLEINFSS@michigan.gov).

OR

Visit the SOS Web site at:

[http://www.michigan.gov/documents/howtoreaddr\\_19352\\_7.pdf](http://www.michigan.gov/documents/howtoreaddr_19352_7.pdf)

or contact SOS at 888-767-6424.