



June 9, 2022

**TO:** Judges, Commissioners, County Clerks, Court Administrators, Court Facilitators, Libraries, Attorneys, and the Public

**FROM:** Ashley Tam, Senior Legal Analyst  
Administrative Office of the Courts

**RE:** SUMMARY OF CHANGES FOR MISDEMEANOR JUDGMENT AND SENTENCING FORMS (JUNE 2022)

The Washington Pattern Forms Committee updated the [misdemeanor judgment and sentencing court pattern forms](#). These forms are effective June 9, 2022. We incorporated newly passed legislation, improved form accuracy, addressed user feedback, and increased clarity of information contained in these forms. In addition, we continue efforts to standardize our forms amongst all our form sets, and therefore, you will notice stylistic changes as well. The forms mentioned below are effective as of June 9, 2022.

A high-level overview of the form changes is provided in the table below, followed by a detailed summary of changes.

Form No.	Form Title and Change Highlights
CrRLJ 07.0110	Judgment and Sentence Form <ul style="list-style-type: none"> <li>• Incorporated changes from the <a href="#">Laws of 2021, ch. 215, § 56 (codified as RCW 7.105.450), § 149, § 170 (E2SHB 1320 Civil Protection Orders)</a>.</li> <li>• Added locations from <a href="#">Laws of 2022, ch. 106 (ESHB 1630 § 1 Possession of Weapons)</a>.</li> <li>• Added a new fine from the <a href="#">Laws of 2022, ch. 221, § 5 (E2SHB 1815 Catalytic Converter Theft)</a>.</li> </ul>
CrRLJ 07.0800	Notice of Ineligibility to Possess a Firearm <ul style="list-style-type: none"> <li>• Added Washington State ID (SID) number and Date of Birth (DOB) fields in caption.</li> <li>• Updated clerk’s action and instructions to comply with <a href="#">RCW 9.41.047</a> and <a href="#">18 U.S.C. § 922(g)(4)</a>.</li> </ul>

## Summary of Changes – Misdemeanor Judgment and Sentencing Forms



June 2022

Page 2 of 2

	<ul style="list-style-type: none"><li>Updated form language to better match <a href="#">RCW 9.41.040</a> and <a href="#">RCW 9.41.047</a>, including amendments from the <a href="#">Laws of 2020, ch. 29, § 24 (SHB 2473 Domestic Violence)</a>, <a href="#">Laws of 2020, ch. 302, § 60 (2E2SSB 5720 Involuntary Treatment Act)</a>, and <a href="#">Laws of 2022, ch. 268, § 28 (SHB 1901 Civil Protection Orders)</a>.</li></ul>
CrRLJ 07.0850	<p>Notice to Department of Licensing Regarding Conviction Resulting in Revocation of Defendant’s Concealed Pistol License</p> <ul style="list-style-type: none"><li>Added new locations of prohibition from the <a href="#">Laws of 2022, ch. 106 (ESHB 1630 § 1 Possession of Weapons)</a>.</li></ul>

### Customizing the Summary of Changes

This Summary of Changes was created using Adobe Acrobat Pro’s Compare Tool. Depending on your PDF reader and software version, you may have different options to customize the Summary of Changes.

1. Download the Summary of Changes from your web browser. Then, open the file with Adobe Acrobat Reader DC.
2. Use the Bookmarks in the left pane (look for the  icon) to locate the form changes you would like to review, and then click on the name of the form. After that, click “Go to First Change (page 1).”
3. Hover over icons (e.g., a message bubble or white “x” enclosed in a red circle) in the document to see changes appear in a pop-up text box, or click on the icons to see a description of the changes in the right pane.
4. To filter the types of changes you would like to see:
  - a. Click the filter icon  in the right pane. If you do not see the filter icon, go to View>Tools>Comment>Open.
  - b. Select the type of changes (comments) you would like to see, such as “text replaced,” “text deleted,” or “text inserted.” Click to “select” or “unselect.” Then, click “apply.”
  - c. Select “clear all” to reset the filters, as necessary.

To provide feedback about this Summary of Changes or any of our court forms, please complete the online form available at:

<http://www.courts.wa.gov/forms/?fa=forms.formsComments>.

Thank you to the Washington Pattern Forms Committee and the Courts of Limited Jurisdiction Forms Subcommittee for updating the forms for statewide use.

# Compare Results

Old File:

**CrRLJ 07.0110 Judgment and Sentence\_2022  
01.pdf**

**4 pages (224 KB)**  
12/29/2021 3:34:54 AM

versus

New File:

**CrRLJ 07.0110 Judgment and Sentence\_2022  
06.pdf**

**4 pages (127 KB)**  
5/31/2022 4:26:29 PM

## Total Changes

**86**

## Content

**47** Replacements

**19** Insertions

**15** Deletions

## Styling and Annotations

**5** Styling

**0** Annotations

[Go to First Change \(page 1\)](#)

\_\_\_\_\_ Court of Washington, County/City of \_\_\_\_\_

\_\_\_\_\_  
Plaintiff

vs.

\_\_\_\_\_  
Defendant  
DOB: \_\_\_\_\_

No. \_\_\_\_\_

**Judgment and Sentence  
(JS)**

Clerk's Action Required: [ ] 4, [ ] 5, [ ] 6, [ ] 7

1. **The defendant pled guilty, or pled not guilty and the verdict of the jury was guilty, or the finding of the court was guilty of:**

Count	Crime	RCW or Ordinance (with subsection)
1.		
2.		
3.		
4.		

**GV** [ ] In count(s) \_\_\_\_\_, **domestic violence – intimate partner** was pled and proved.

**GV** [ ] In count(s) \_\_\_\_\_, **domestic violence – family or household member** was pled and proved.

Therefore, the defendant is adjudged guilty and sentenced as follows:

Sentence is **suspended/deferred** for \_\_\_\_\_ months/years on the following conditions:

Count 1: \_\_\_\_\_ days of jail, **suspended/deferred** \_\_\_\_\_ days;  
and a fine of \$ \_\_\_\_\_ with \$ \_\_\_\_\_ **suspended/deferred**.

Count 2: \_\_\_\_\_ days of jail, **suspended/deferred** \_\_\_\_\_ days;  
and a fine of \$ \_\_\_\_\_ with \$ \_\_\_\_\_ **suspended/deferred**.

Count 3: \_\_\_\_\_ days of jail, **suspended/deferred** \_\_\_\_\_ days;  
and a fine of \$ \_\_\_\_\_ with \$ \_\_\_\_\_ **suspended/deferred**.

Count 4: \_\_\_\_\_ days of jail, **suspended/deferred** \_\_\_\_\_ days;  
and a fine of \$ \_\_\_\_\_ with \$ \_\_\_\_\_ **suspended/deferred**.

**Jail:** Serve a total of \_\_\_\_\_ days in jail with credit for \_\_\_\_\_ days served, and serve a total of \_\_\_\_\_ days of  electronic monitoring  home detention/  
electronic monitoring with credit for \_\_\_\_\_ days served.

Other alternative means of confinement \_\_\_\_\_

Jail sentences are concurrent/consecutive with all other commitments \_\_\_\_\_

This crime is an offense which requires sex or kidnapping offender registration, or is one of the following offenses: assault in the fourth degree domestic violence, assault in the fourth degree with sexual motivation, communication with a minor for immoral purposes, custodial sexual misconduct in the second degree, failure to register, harassment, patronizing a prostitute, sexual misconduct with a minor in the second degree, stalking, indecent exposure, or violation of a sexual assault protection order. Therefore, the defendant shall have a biological sample collected for purposes of DNA identification analysis. This paragraph does not apply if it is established that the Washington State Patrol crime laboratory already has a sample from defendant for a qualifying offense. RCW 43.43.754.

Report to (law enforcement agency) \_\_\_\_\_  
by (date and time) \_\_\_\_\_ to give a biological sample. Failure to give a biological sample is a gross misdemeanor.

2.  The defendant is indigent, as defined in RCW 10.101.010(3)(a)-(c).

**The defendant shall pay to the clerk of this court:**

<input type="checkbox"/> fine	\$ _____	<input type="checkbox"/> criminal conviction fee	\$ 43.00
<input type="checkbox"/> assessments	\$ _____	<input type="checkbox"/> criminal traffic fee	\$ 102.50
<input type="checkbox"/> costs	\$ _____	<input type="checkbox"/> probation/monitoring fee	\$ _____
<input type="checkbox"/> bench warrant fee	\$ _____	<input type="checkbox"/> booking fee	\$ _____
<input type="checkbox"/> jail recoupment fee	\$ _____	<input type="checkbox"/> public defender recoupment	\$ _____
<input type="checkbox"/> DNA fee (RCW 43.43.7541) \$100.00		<input type="checkbox"/> DPO assessment for DV conviction	\$ 15.00
<input type="checkbox"/> [ ] Waived. DNA prev. collected.		<input type="checkbox"/> domestic violence assessment	\$ 100.00
<input type="checkbox"/> PPIA (RCW 9A.88.120) \$ _____		<input type="checkbox"/> DPR fee (RCW 26.50.110 or eff. 7/1/2022, RCW 7.105.450)	\$ 30.75
<input type="checkbox"/> catalytic converter fine (\$1000 each) (eff. 7/1/2022, RCW 19.290.070)			\$ _____
<input type="checkbox"/> other _____	\$ _____		
<input type="checkbox"/> restitution of \$ _____	(set by separate order)		
<input type="checkbox"/> restitution to be left open for _____	days.		
<input type="checkbox"/> restitution emergency response (RCW 38.52.430) \$ _____			
		<b>Total:</b>	<b>\$ _____</b>

3. **Financial obligations are due and payable immediately unless the court has set a payment schedule.**

Pay total financial obligations at \$ \_\_\_\_\_ per month starting on (date) \_\_\_\_\_.

Pay schedule set by separate order.

\$ \_\_\_\_\_ of this total is converted to \_\_\_\_\_ hours of community restitution (service) which must be completed by \_\_\_\_\_.

**Proof of completion shall be provided to the court/probation department.**

The defendant is ordered to reimburse (*name of electronic monitoring agency*) \_\_\_\_\_ at \_\_\_\_\_ for the cost of pretrial electronic monitoring in the amount of \$\_\_\_\_\_.

**4. Additional Conditions of Sentence:**

No criminal violations of law or alcohol-related infractions.

Do not drive a motor vehicle without a valid license and proof of insurance.

Probation for \_\_\_\_\_ months. Supervised probation for \_\_\_\_\_ months, with probation department and abide by all rules and regulations of probation department. Pay a \$\_\_\_\_\_ pre-sentence fee and a \$\_\_\_\_\_ monthly probation fee unless the fee is reduced by the probation department.

Supervised probation to end upon completion of  certified domestic violence treatment and/or  \_\_\_\_\_.

Obtain  a substance use disorder evaluation from a Washington State approved agency  a psycho-sexual evaluation from a state certified provider  a mental health evaluation from a state licensed mental health provider  certified domestic violence program  anger management  victim awareness education  consumer awareness (theft)  Other \_\_\_\_\_.

File a copy of the evaluation within \_\_\_\_\_ days. Begin any recommended treatment or education within \_\_\_\_\_ days and file proof of timely enrollment and completion.

Begin the following within \_\_\_\_\_ days and complete within \_\_\_\_\_ months, and file proof of timely enrollment and completion:  DUI victim's panel  alcohol/drug information school  1-year substance use disorder treatment  2-year substance use disorder treatment  substance use disorder treatment for the period of \_\_\_\_\_  driver improvement school.

Use no alcoholic beverages or non-prescribed controlled drugs.

Attend  Alcoholics Anonymous  Narcotics Anonymous  Other self-help program (\_\_\_\_\_) meetings \_\_\_\_\_ times a week for \_\_\_\_\_ months or as recommended by treatment provider.

Do not go upon the property of and have no contact with: \_\_\_\_\_

Other: \_\_\_\_\_.

**This crime involves a sex offense, or a kidnapping offense involving a minor, as defined in RCW 9A.44.130.** The defendant is required to register with the county sheriff as described in the "Offender Registration Attachment."

**Department of Licensing Notice – CPL Revocation and Surrender.**

Count \_\_\_\_\_ is a violation of RCW 9.41.270 (unlawful carrying or handling of weapons), a gross misdemeanor for which the penalty includes loss and revocation of the defendant's concealed pistol licenses, if any.

Count \_\_\_\_\_ is a violation of RCW 9.41.280 (knowingly possessing a dangerous weapon on school facilities or areas of facilities while being used for official meetings of a school district board of directors), a gross misdemeanor for which the penalty is revocation of the defendant's concealed pistol licenses

(CPL), if any, for 3 years; and the defendant is not allowed to apply for concealed pistol licenses for a period of 3 years.

[ ] Count \_\_\_\_\_ is a violation of RCW 9.41.282 (carrying a firearm at a childcare center), a gross misdemeanor for which the penalty is revocation of the defendant's concealed pistol licenses (CPL) for 3 years and the immediate surrender of the defendant's CPL, if any. The defendant also is not allowed to apply for a CPL for a period of 3 years from the date of conviction.

**NOTICE TO THE DEFENDANT:** You have been convicted of RCW 9.41.282, which requires immediate surrender of your concealed pistol licenses (CPL). You are ordered to immediately surrender your CPL, if any, to the court.

**Clerk's Action.** The clerk shall forward a Notice of Revocation of Concealed Pistol License to the Department of Licensing (DOL).

5. [ ] **Department of Licensing Notice – Defendant under age 21 only.**

Count \_\_\_\_\_ is (a) a violation of ch. 69.41 RCW [Legend drug], ch. 69.50 RCW [VUCSA], or ch. 69.52 RCW [Imitation drugs], and the defendant was under 21 years of age at the time of the offense **OR** (b) a violation under RCW 9.41.040 (unlawful possession of firearm), and the defendant was under the age of 18 at the time of the offense **OR** (c) a violation under ch. 66.44 RCW [Alcohol], and the defendant was under the age of 18 at the time of the offense **AND** the court finds that the defendant previously committed an offense while armed with a firearm, an unlawful possession of a firearm offense, or an offense in violation of ch. 66.44 RCW, ch. 69.41 RCW, ch. 69.50 RCW, or ch. 69.52 RCW.

**Clerk's Action.** The clerk shall forward an Abstract of Court Record (ACR) to the DOL, which must revoke the defendant's driver's license. RCW 46.20.265.

6. [ ] **Review hearing scheduled for (purpose)** \_\_\_\_\_

on (date) \_\_\_\_\_ at \_\_\_\_\_ a.m./p.m.

at \_\_\_\_\_ Court, Room/Department \_\_\_\_\_

Address: \_\_\_\_\_

7. [ ] Bail or Bond is [ ] exonerated [ ] forfeited.

8. **I have read the rights, conditions, and warnings.**

Dated: \_\_\_\_\_

\_\_\_\_\_  
**Judge/Commissioner/Pro Tem**

Print Name: \_\_\_\_\_

\_\_\_\_\_  
Defendant's Signature

Defendant's Mailing Address:

\_\_\_\_\_  
Street Address or PO Box

\_\_\_\_\_  
City State Zip

\_\_\_\_\_  
Telephone No.:

\_\_\_\_\_  
Attorney for the Defendant

\_\_\_\_\_  
Prosecuting Attorney

\_\_\_\_\_  
Print Name:

\_\_\_\_\_  
Print Name:

\_\_\_\_\_  
WSBA No.:

\_\_\_\_\_  
WSBA No.:

[ ] Written Waiver of Counsel is filed.

# Compare Results

Old File:

**CrRLJ 07\_0800\_NTIPF\_2019 07.pdf**

**1 page (111 KB)**

8/8/2019 9:16:21 AM

versus

New File:

**CrRLJ 07.0800 NTIPF\_2022 06.pdf**

**1 page (84 KB)**

6/6/2022 12:01:48 PM

## Total Changes

**52**

## Content

**11** Replacements

**15** Insertions

**11** Deletions

## Styling and Annotations

**15** Styling

**0** Annotations

[Go to First Change \(page 1\)](#)



\_\_\_\_\_ Court of Washington, County/City of \_\_\_\_\_

\_\_\_\_\_  
Plaintiff

vs.

\_\_\_\_\_  
Defendant

SID: \_\_\_\_\_

DQB: \_\_\_\_\_

No. \_\_\_\_\_

**Notice of Ineligibility to Possess a Firearm (NTIPF)**

Clerk's Action Required: DOL;  
if NGRI, DOL and NICS

To the Defendant:

You have been convicted or found not guilty by reason of insanity (NGRI) on (date) \_\_\_\_\_ of the following crime(s) committed against a family or household member or an "intimate partner" as defined by law at the time of the crime:  Fourth Degree Assault  Coercion  Stalking  Reckless Endangerment  Criminal Trespass in the First Degree  Violation of a Protection Order or No-Contact Order restraining the person or excluding the person from a residence  Harassment committed on or after June 7, 2018.

You must **immediately surrender** all firearms and any concealed pistol license(s). **You may not possess, own or have under your control** a firearm and under federal law any firearm or ammunition or a concealed pistol license until your right has been restored. Violation of these laws is a felony.

This document has been read to the defendant.

Dated: \_\_\_\_\_

**Judge/Commissioner/Pro Tem**

Print Name: \_\_\_\_\_

Defendant's Signature

A **copy** of the Defendant's driver's license or identicard is attached, **or**

Defendant's Name: (last) \_\_\_\_\_ (first) \_\_\_\_\_ (middle) \_\_\_\_\_

List any aliases: \_\_\_\_\_

Residential Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Date of Birth (month/day/year): \_\_\_\_\_ Driver's License/ID Number: \_\_\_\_\_

Race: \_\_\_\_\_ Sex: \_\_\_\_\_ Weight: \_\_\_\_\_ Height: \_\_\_\_\_ Eyes: \_\_\_\_\_ Hair: \_\_\_\_\_

Court NCIC #: \_\_\_\_\_

Submit to: Dept. of Licensing, Business & Professions Firearms Unit, [firearms@dol.wa.gov](mailto:firearms@dol.wa.gov), (PO Box 9649, Olympia, WA 98507-9649). If NGRI, submit to DOL and NICS through the Administrative Office of the Courts firearms reporting application.

# Compare Results

Old File:

**CrRLJ 07.0850 Notice to DOL Revocation of  
CPL\_2021 07.pdf**

**1 page (198 KB)**  
7/21/2021 2:26:27 PM

versus

New File:

**CrRLJ 07.0850 Notice to DOL Revocation of  
CPL\_2022 06.pdf**

**1 page (98 KB)**  
5/31/2022 4:43:55 PM

## Total Changes

**27**

## Content

**6** Replacements  
**10** Insertions  
**6** Deletions

## Styling and Annotations

**5** Styling  
**0** Annotations

[Go to First Change \(page 1\)](#)

\_\_\_\_\_ Court of Washington, City/County of \_\_\_\_\_

\_\_\_\_\_  
Plaintiff

vs.

\_\_\_\_\_  
Defendant

DOB: \_\_\_\_\_

Driver's License/ID No.: \_\_\_\_\_

No. \_\_\_\_\_

**Notice to Department of Licensing  
Regarding Conviction Resulting in  
Revocation of Defendant's Concealed  
Pistol License**

**(NTDOL)**

Clerk's Action Required: 2, [ ] 3

Court ORI # \_\_\_\_\_

To the Washington State Department of Licensing:

- The defendant in the above entitled action has been convicted of the following offense, a gross misdemeanor, and the Department of Licensing is notified that the defendant's concealed pistol license shall be revoked as follows:
  - RCW 9.41.270(1): Unlawful carrying or handling of weapons apparently capable of producing bodily harm.
  - RCW 9.41.280(1): Knowingly possessing dangerous weapons on school facilities or areas of facilities while being used for official meetings of a school district board of directors.
  - RCW 9.41.282(1): The date of conviction for carrying a firearm at a childcare center is \_\_\_\_\_.
- A copy of this notice will be provided to the defendant and the Department of Licensing, Business & Professions Firearms Unit, PO Box 9649, Olympia, WA 98507-9649 or [firearms@dol.wa.gov](mailto:firearms@dol.wa.gov).
- A copy of this notice has been provided to the city, town, or county which issued the license. (RCW 9.41.270; RCW 9.41.280).

Dated: \_\_\_\_\_

\_\_\_\_\_  
**Judge/Commissioner/Pro Tem**

Print Name: \_\_\_\_\_

\_\_\_\_\_  
Defendant's Signature

Defendant's Name: (last) \_\_\_\_\_ (first) \_\_\_\_\_ (middle) \_\_\_\_\_

Residential Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Gender: \_\_\_\_\_ Weight: \_\_\_\_\_ Height: \_\_\_\_\_ Eye Color: \_\_\_\_\_