

(b) A citation issued under this section shall be in a format prescribed by the [Chief Judge of the District Court of Maryland] STATE COURT ADMINISTRATOR after consultation with police administrators and the Motor Vehicle Administrator. [The uniform motor vehicle citation form shall be printed by the District Court, and all other] EACH citation [forms] shall be [printed by the law enforcement agencies of the State and] signed by the issuing officer and shall contain:

- (1) The name, address, and birth date of the child being charged with the violation;
- (2) The name and address of the child's parent or legal guardian;
- (3) The statute allegedly violated;
- (4) The time, place, and date of the violation;
- (5) The driver's license number of the child, if the child possesses a driver's license;
- (6) The registration number of the motor vehicle, motorcycle, or other vehicle, if applicable;
- (7) The signature of the child; and
- (8) The penalties which may be imposed under § 3-8A-19 of this subtitle.

(c) A copy of the citation issued under this section shall be:

- (1) Given to the child being charged;
- (2) Retained by the officer issuing the citation;
- (3) Mailed within 7 days to the child's parent or legal guardian; and
- (4) Filed with the intake officer of the court having jurisdiction under this subtitle.

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(d) The State Court Administrator, under the supervision and direction of the Chief Judge of the Court of Appeals of Maryland, shall:

- (1) Examine the state of the dockets of the courts and determine the need for assistance by any court;
- (2) Make recommendations to the Chief Judge relating to assignment of judges to courts in need of assistance and carry out the directions of the Chief Judge as to assignment of judges;
- (3) Collect and compile statistical and other data, make reports of the business transacted by the courts, and transmit this information to the Chief Judge in order that action may be taken in respect to it;