

# Instructions for e-Filed Amended Complaints for Criminal and Juvenile Case Types

- 1) Approving an Amended Complaint
  - a. Select the Edit Data and Party Match Icon in the Clerk Approval Screen

Home Filings Binder My Profile Logout user: DCT Admin Clerk

Home ⇒ Approve Filings ⇒ Approve Filing

### Approve Filing

Note From Filer: None  
Note from Court: None  
Note History None

Filer: Lawrence Test Organization: DISTRICT COURT ATTORNEY

Case Type: Criminal/Felony

Tracking #	Case No.	Case Title	Court Location	Case Type	Judge	Filed Date
18918	2016-CR-000005	State of Kansas vs. Lewis Lovegood	FullCourt Testing	Criminal/Felony	David King	07-12-2016:08:55:38 PM

ROA Security	Security	View	Document Type	Additional Docket Text	Edit Data and Party Match	Respond to
			Form Data	Case Data collected from filer		
Non-Sealed	Non-Sealed		PLEAMC : PLE: Amende	Amended Complaint		

[Validate Filing](#)

Total Charge: \$0.00  
Payment Method : None Specified  
Waive/Defer Fees --DO NOT WAIVE/DEFER FEES --

Send To Queues: (optional) [Update](#) (Changing Document Type codes may change queue routing)

Post Submission to:  for review on:  Assign to:  [Add](#)

Delete Queue For Review On Assign To Origination

Service List Recipients(Default Service List)

Action:  Approve  Reject  Reassign To:

Note: Add Standard Text: Select:

[Approve/Reject/Reassign](#)

- b. Charges that will be amended can be identified by the asterisk located next to the other number of the charge. The statute number and the Charge Name will reflect the amended information as entered by the filer. To edit the information of the amended charge, select the Edit icon. If you select the Undo icon, the charge will be changed back to the original charge.

JUDICIAL BRANCH electronic filing
court review

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**Case Number : 2016-CR-000005 Case Title : State of Kansas vs. Lewis Lovegood**

**Criminal/Felony**

Defendant: Lewis Lovegood

Existing Charges

Number	Revision	Statute	Charge Name	Offense Date	Against	Officer Name	Officer Agency	Officer Badge	Edit	Undo
1		201508 22.4903.a.c1.A/con	Conspiracy violate offender registration act; 1st conviction	2016-03-16	Lewis Lovegood	Christopher Rupert, SO	Cloud County Sheriff	70		
2*		201508 08.1567.a2.b1.A	Driving under the influence of drugs/alcohol; 1st conv; blood/breath .08 or >gt; 2016-07-04--		Lewis Lovegood	Brad Aaron	Kansas Highway Patrol	0210		

- c. Additional charges to be added to the case will be displayed in the selection of New Charges. To Edit the charges, select the Edit icon. To delete the new charge select the Delete icon. Once all of the charges have been reviewed, select the Next button.

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**Case Number : 2016-CR-000005 Case Title : State of Kansas vs. Lewis Lovegood**

**Criminal/Felony**

Defendant: Lewis Lovegood

Existing Charges

Number	Revision	Statute	Charge Name	Offense Date	Against	Officer Name	Officer Agency	Officer Badge	Edit	Undo
1		201508 22.4903.a.c1.A/con	Conspiracy violate offender registration act; 1st conviction	2016-03-16	Lewis Lovegood	Christopher Rupert, SO	Cloud County Sheriff	70		
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**New Charges**

Revision Date:

Search for a Charge:

Charge:

Against:

Offense Date:

Search for Officer:

Badge Number:  Name:

Officer:

Revision Date	Statute	Charge Name	Offense Date	Against	Officer Name	Officer Agency	Officer Badge	Edit	Delete
201508	08.1566	Reckless driving 07/03/2016		Lewis Lovegood	Brad Aaron	Kansas Highway Patrol	0210		