

**KEWAUNEE COUNTY SHERIFF'S DEPARTMENT
SCHOOL BUS PASSING COMPLAINT FORM**

WI State Statute 346.485 – Owner's Liability for Vehicle Illegally Passing School Bus

- (1) The owner of a vehicle involved in a violation of statute 346.48(1) shall be liable for the violation as provided for in this section.
- (2) The operator of a school bus who observes a violation of state statute 346.48(1) may prepare a written report indicating a violation has occurred. If possible the report shall contain the following information:
 - (a) The time and approximate location at which the violation occurred.
 - (b) The license plate number and color of the vehicle involved in the violation.
 - (c) Identification of the vehicle as an automobile, station wagon, motor truck, motor bus, motorcycle or other type of vehicle.
- (3) Within 24 hours after observing the violation, the school bus operator may deliver the report to a traffic officer of the county or municipality in which the violation occurred. A report which does not contain all the information in sub. (2) may nevertheless be delivered and shall be maintained by the county or municipality for statistical purposes.

Complaint Number: _____ Date Violation Occurred: _____
(Sheriff's Department)

School District: (Choose one) Luxemburg-Casco Kewaunee Algoma Denmark

School Buss License Plate: _____ Bus number: _____

School Bus Operator: _____
First Name Middle Initial Last Name Date of Birth

Location of Violation: _____

License Plate Number of Passing Vehicle: _____ State: _____

Type of Vehicle: _____ Color: _____

Driver: Male ____ Female ____ Number of Occupants: _____

Bus Stopped: Yes ____ No ____ Children Off Bus: Yes ____ No ____

Date Reported: _____ Time Reported: _____

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Description of Violation: _____

Describe any Direct Danger to Children: _____

Signed: _____
(School Bus Operator)

Address: _____

Home/Cell Phone Number: _____

Note: If the school bus operator is unable to deliver this complaint to the Kewaunee County Sheriff's Department in Kewaunee within 24 hours of the violation occurring, we request that it be turned over to either the School District Office or the School Bus Line Owner and advise them to call (920)388-3100 and an officer will stop in to pick up the finished complaint report.