

<Law Enforcement Agency Letterhead>

<Date>

<Vehicle Registered Owner>

<Address Line 1>

<Address Line 2>

RE: Warning – Report of Alleged Violation of Vehicle Code Section 22454, Subdivision (a)

<Vehicle License Plate Number>

<Vehicle Description>

Dear **<Vehicle Registered Owner>**:

The **<Law Enforcement Agency>** received a report of alleged violation of Vehicle Code section 22454, subdivision (a), against the driver of a vehicle that is registered in your name, with license place number **<license plate number>**.

Vehicle Code section 22454, subdivision (a), requires a driver of a vehicle, from either direction, to stop immediately before passing any schoolbus that is stopped to load or unload schoolchildren while the schoolbus is displaying a flashing red light signal and stop signal arm, if equipped with a stop signal arm. The driver must not proceed past the schoolbus until the schoolbus is no longer displaying the flashing red light signal and stop signal arm, if equipped with a stop signal arm. However, a driver of a vehicle on a divided highway or multiple-lane highway (two or more lanes in each direction) does not need to stop if the schoolbus is on the other roadway.

According to the report, on **<Date of alleged incident>** at **<Time of alleged incident>** in **<City where alleged incident occurred>** on **<Street (or cross streets) where alleged incident occurred>**, your vehicle was driven past a schoolbus that was stopped to load or unload schoolchildren. Although the issuance of this warning is not entered on your driving record, it does not preclude the imposition of any other applicable penalty, as provided in Vehicle Code section 22454, subdivision (c)(1).

The safety of schoolchildren is of paramount importance. You can help ensure their safety by complying with traffic laws, such as Vehicle Code section 22454, which serves to protect schoolchildren when boarding or exiting a schoolbus. We appreciate your cooperation.

Sincerely,

<Name of Law Enforcement Agency Official>

<Rank/Title of Law Enforcement Agency Official>