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.

Date Violation Occurred: _____ Time Violation Occurred:_____

School District: ☐ Luxemburg-Casco ☐ Kewaunee ☐ Algoma ☐ Denmark

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 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.