

TRAINING



BULLETIN

Effective Date:
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Index Number: III-E.8
Alpha Index: Violations of 12500 & 14601 V.C.

Evaluation Coordinator: Traffic Section Commander
Automatic Revision Cycle: 3 Years

“Department Training Bulletins shall be used to advise members of current police techniques and procedures and shall constitute official policy.”

VIOLATIONS OF VEHICLE CODE SECTIONS 12500 AND 14601

The purpose of this Training Bulletin is to set forth Department policy and procedure for citing persons driving with a suspended driver’s license or no driver’s license, and details the proper procedures for determining the status of a driver’s license.

Effective immediately, the citing officer shall determine the status of an offender’s driver’s license at the time of the traffic stop and, if appropriate, cite the offender.

When the offender’s driver’s license status can be determined or verified, a 14601 VC or 12500(a) VC violation shall be cited as an infraction unless citing/arresting as a misdemeanor is the more appropriate course of action. The following 14601 VC sections apply:

14601.1(a);	14601(a);	14601.2(a);	14601.2(b);
14601.3(a);	14601.4(a);	14601.5(a);	14601.5(b)

Driver’s License Status

When a traffic enforcement stop is initiated, the officer must conduct a DMV query via laptop computer or through the Communications Section Service Channel to determine the status of the license.

The DMV Report reflects the status of a driver’s license and is classified as one of the following:

1. Valid;
2. None Issued/Expired;
3. Suspended/ Revoked;
4. Suspended/Revoked: Service Needed; or
5. Restricted.

In the event the driver’s license status is:

- None Issued or Expired

Cite the offender for 12500(a), *Driver, Unlicensed*. Circle the “I” (Infraction) or “M” (Misdemeanor) on the citation, as appropriate. (APPENDIX - Exemplar 1)

- Suspended/Revoked/Restricted or Service Needed

Review the reason for the suspension and whether the notice of suspension was properly served. (APPENDIX - Exemplar 2-4)



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Locate the most recent reason for suspension (below the license status), the effective date of the suspension (date mailed/served), and the authority for the suspension.

NOTE: In the event there are multiple suspensions, make sure to record the information for the most recent suspension. (APPENDIX - Exemplar 4)

Cite the offender for the appropriate 14601 VC (w/ subsection). Circle the “I” (Infraction) or “M” (Misdemeanor) on the citation (See chart below to determine the appropriate 14601 subsection). A citation cannot be issued for a 14601 VC violation that has not been properly served.

DMV Report Service Codes

Locate the SERVICE code on the DMV Report (See DMV Service Codes).

If the DMV Report indicates a Service Code “I” - INCOMPLETE SERVICE **OR** states VERBAL OR PERSONAL SERVICE NEEDED, confiscate the driver’s license (if in possession). Complete, issue, and submit a Verbal Notice by Peace Officer (DL 310) form. (APPENDIX – Exemplar 5) NOTE: Form DL 310 is updated approximately every three (3) years. The Traffic Division will ensure that the current version is available.

In the event there is a SERVICE CODE indicating service but the DMV Report also states VERBAL OR PERSONAL SERVICE NEEDED, consider the service as defective. Complete, issue, and submit a Verbal Notice by Peace Officer form.

Remember to have the driver sign the form and provide the driver with the Pink copy. Attach the White copy to the confiscated driver’s license and deposit into the Traffic Report Receptacle. The Canary copy is retained for the officer’s records.

Determining the Appropriate 14601 Vehicle Code Violation

Once the citing officer has determined the suspension is active/current, the reason for the suspension, and the suspension notice has been properly served, the citing officer shall cite the violator for the appropriate 14601 Vehicle Code section and NOT for 12500 VC.

Use the DMV Report and the chart below to determine the appropriate 14601 VC Subsection to use. (NOTE: a copy of the chart is also located on pg. 10 of the Court Card TF-1024)

Locate the suspension AUTHORITY on the DMV Report. Find the AUTHORITY code in the left column. Issue the citation for the appropriate 14601 VC violation indicated in the middle column.

IMPORTANT NOTE: If the AUTHORITY code is not listed on the DMV Report, cite the offender for 14601.1(a) VC.



AUTHORITY (on DMV Report) NOTE: The DMV Report does not show parenthesis or decimals in the SEC/VIOL field	Issue Citation for:	Cite As
13350b 13351a 13353b 13365 13553 16004a 16070 16072 16370 16484 17520 133655	14601.1(a) VC Motor Vehicle or Off-Highway Motor Vehicle / Driving with Driver License Suspended or Revoked	Infraction or Misdemeanor*
12806a 12809a 23103 12806c 12810 23104	14601(a) VC Driving with Driver License Suspended or Revoked	Infraction or Misdemeanor*
13352	14601.2(a) VC Driving with Driver License Suspended	Infraction or Misdemeanor*
12812	14601.2(b) VC Driver License Restricted	Infraction or Misdemeanor*
13106	14601.3(a) VC Driving with Driver License Suspended or Revoked	Infraction or Misdemeanor*
13386	14601.4(a) VC Driving with Driver License Suspended or Revoked Per 14601.2 VC	Infraction or Misdemeanor*
13353 133531 133532 133535	14601.5(a) VC Driving with Driver License Revoked	Infraction or Misdemeanor*
133537 133538	14601.5(b) VC Driving with Driver License Restricted	Infraction or Misdemeanor*

* (If more appropriate course of action)



Unable to Determine or Verify Driver's License Status in the Field (e.g. record unavailable from DMV, MDT or CLETS is down)

- If the citing officer is unable to determine/verify the offender's license status in the field, issue a citation for 12500(a) VC as a NON-CORRECTABLE INFRACTION.

If after reviewing the DMV Report, the citing officer determines that a 14601 violation is more appropriate, he/she shall complete a citation amendment using the Notice of Correction and Proof of Service Form. (TF-3254) (APPENDIX – Exemplar 6).

- Attach white copy to the citation.
- Place in the traffic citation box.
- Mail pink copy to the person cited and keep the yellow copy for your records.

Citing the 14601 or 12500(a) Vehicle Code Violation as an Infraction

Complete and issue the citation, unless ineligible, in accordance with the provisions of DGO M-7, CITATIONS FOR INFRACTION OR MISDEMEANOR OFFENSES. Citations shall be completed in accordance with the provisions of Report Writing Manual Inserts N-1, NOTICE TO APPEAR (MISDEMEANOR CITATIONS) and N-2, NOTICE TO APPEAR (TRAFFIC CITATIONS).

No crime report is necessary.

The Traffic Section shall present the citation to the District Attorney's office for approval and routing to the Traffic Court.

Citing a 14601 or 12500(a) Vehicle Code Violation as a Misdemeanor

In the event the citing officer requests a 14601 or 12500(a) VC violation be charged as a misdemeanor through the District Attorney's Office, he/she shall:

- Complete a Crime and Suspect Report. The Crime Report Narrative must include how the offender was identified;
- Complete a citation. Document the RD Number on the citation;
- The violator's photograph or thumbprint on the back of the citation; or
- The District Attorney has requested the officer record the offender's acknowledgment that he/she was never issued a license or knew that their license had expired, or was suspended, revoked, or restricted.

The following methods to obtain an acknowledgement need to be accomplished during the initial contact with the offender prior to the officer verifying the license status of the offender through DMV (via laptop or through the Communications Section).

1. Personal Digital Recording Device (Department issued PDRD);
2. Other audio/video device;



3. If an arrest is made before determining whether the offender was aware that his/her drivers license was never issued, expired, suspended, revoked, or restricted, any further interrogation requires Miranda before any questioning.
4. Remember that officers cannot compel the driver to give a statement regarding knowledge of the expired suspended revoked or restricted license.

The District Attorney's Office will not charge the violation as a misdemeanor if the officer is unable to obtain any evidence of the acknowledgements listed above.

IMPORTANT NOTE: If the officer is unable to obtain any of these acknowledgements, cite the offender as an infraction in accordance with the provisions of this order.

- Place the original Crime Report (print a copy if prepared using FBR) with the citation into a Traffic Envelope and place in the Traffic Report Receptacle.

Incomplete or incorrect citations/reports

Incomplete, incorrect citations and/or reports, or failure to indicate as an infraction or misdemeanor resulting in rejection by the court, will be sent back directly to the citing officer for correction/completion.

DMV SERVICE CODES

- A - Certified mail, suspension issued on or after 06-30-95, driver considered properly served once 45 calendar days have passed from indicated service date. In the event the DMV Report shows a SERVICE CODE "A" but the DMV Report also states VERBAL OR PERSONAL SERVICE NEEDED, consider the service as defective. Complete, issue, and submit a DL 310.
- B - Served, signed document on file, driver properly served.
- D - Personal service document on file, driver properly served.
- H - Acknowledged, no signature, driver properly served.
- I - Returned unclaimed, issue DL 310A, "Verbal Notice by Peace Officer, DMV, or Court Employee."
- J - Personal service by an officer, driver properly served.
- L - Deceased.
- M - Verbal by court, DMV, law enforcement, driver properly served.



Violations of 12500 & 14601 V.C., Index Number III-E.8

APPENDIX

Exemplar 1

OAKLAND POLICE DEPARTMENT		<input type="checkbox"/> MISDEMEANOR		Oakland Citation Number
NOTICE TO APPEAR 836-001 (Rev. 8-06)		<input checked="" type="checkbox"/> TRAFFIC <input type="checkbox"/> NONTRAFFIC		XXXXXXXX
1	Date of Violation	Time	Day of Week	<input type="checkbox"/> No Report <input checked="" type="checkbox"/> RD/Incident No.
2	Name (First, Middle, Last)			<input type="checkbox"/> Owner's Responsibility (Veh. Code, § 40001)
3	Address			
4	City	State	ZIP Code	<input type="checkbox"/> Juvenile - Phone No.
5	Driver Lic. No.	State	Class Commercial	Age Birth Date
6	Sex	Hair	Eyes	Height Weight Race Other Description
7	Veh. Lic. No. or VIN		State	Reg. Exp. Date
8	Yr. of Veh.	Make	Model	Body Style Color
9	Evidence of Financial Responsibility			<input type="checkbox"/> COMMERCIAL VEHICLE (Veh. Code, § 15210(b)) <input type="checkbox"/> HAZARDOUS MATERIAL (Veh. Code, § 353)
10	Registered Owner or Lessee			<input type="checkbox"/> Same as Driver
11	Address			<input type="checkbox"/> Same as Driver
12	City	State	ZIP Code	
13	Correctable Violation (Veh. Code, § 40510)		<input type="checkbox"/> Booking Required	Misdemeanor or Infraction (Circle)
	Yes	No		
	<input checked="" type="checkbox"/>	<input type="checkbox"/>		M
	<input checked="" type="checkbox"/>	<input type="checkbox"/>		M
17	Speed Approx.	P.F. Max. Spd	Veh. Lmt.	<input type="checkbox"/> Continuation Form Issued
18	Location of Violation(s) at			Direction
19	Weather	Road Conditions	Traffic Conditions	Accident: <input type="checkbox"/> Yes <input type="checkbox"/> No
20	<input checked="" type="checkbox"/> Violations not committed in my presence, declared on information and belief. I declare under penalty of perjury under the laws of the State of California the foregoing is true and correct.			
21	Arresting or Citing Officer		Serial No.	
22	Date	Name of Arresting Officer, if different from Citing Officer		Serial No.
23	WITHOUT ADMITTING GUILT, I PROMISE TO APPEAR AT THE TIME AND PLACE INDICATED BELOW.			
24	WHEN: After 10 days but not later than on or before this date: / / TIME			<input type="checkbox"/> AM <input checked="" type="checkbox"/> PM
25	WHAT TO DO: FOLLOW THE INSTRUCTIONS ON THE REVERSE			
26	WHERE: Wiley W. Manuel Courthouse		<input type="checkbox"/> Wiley W. Manuel Courthouse	
	Traffic Division		661 Washington St., Dept. No. _____	
	<input checked="" type="checkbox"/> 661 Washington St., Oakland, CA 94607		Oakland, CA 94607	
	Traffic Ball Info. (510) 627-4701		(510) 627-4702	
27	<input type="checkbox"/> To be notified			

Enter RD Number, if Misdemeanor

Check box as Non-Correctable

Circle Infraction OR Circle Misdemeanor

Enter appropriate V.C. violation

Judicial Council of California Form SEE REVERSE
 Rev. 07-01-06 (Veh. Code §§ 40500(b), 40513(b), 40522, 40600; Pen. Code, § 863.9) TR-130

WHITE - COURT YELLOW - SUPERVISORY STAFF
 PINK - VIOLATOR WHITE/CF TAG - OFFICER



Exemplar 2 – Single Suspension with Proper Service

**
 ** DUMPED FROM A09T - 09Mar10 10:26:08
 **
 030910 1026
 ID OAE0

DATE:03-09-10*TIME:10:26*
 MATCHED ON:03-09-10*TIME:10:26*MATCHED ON:03-09-10*
 DMV RECORD FOR LAW ENFORCEMENT USE ONLY
 DL/NO:D1206254*B/D:03-04-1984*NAME:DAVIS BRANDON VELZIE*
 MAIL ADDR AS CF 03-04-09:7923 MACARTHUR BLVD OAKLAND 94605*
 OTH/ADDR AS OF 11-12-04:5035 DAISY ST OAKLAND *
 IDENTIFYING INFORMATION:
 SEX:MALE*HAIR:BLACK*EYES:BRN*HT:6-00*WT:260*
 ID CARD MLD:03-16-09*EXPIRES:03-04-15*BATES:POL*
 LIC/ISS:11-12-04*EXPIRES:03-04-09*CLASS:C NON-COMMERCIAL*
 ENDORSEMENTS:NONE*
 ORIGINAL DL ISSUE DATE:11-12-04*
 LATEST APP:
 DL TYPE:ID CARD*ISS/DATE: 03-04-09*OFFICE: OKC*
 ORGAN AND TISSUE DONOR: NO UPDATED:03-04-09

LICENSE STATUS:
 SUSPENDED OR REVOKED

SURRENDERED BY SUBJECT*
 DEPARTMENTAL ACTIONS:
 PROOF REQ:0/05-15-07*NONE*

DRV LIC SUSPENDED *EFF:11-15-06*ORDER MAILED:10-12-06*AUTH:133532 *
 REASON:EXCESSIVE BLOOD ALCOHOL LEVEL*STATE:CAUTION 03/CODE:80*SERVICE:B/
 10-11-06*SERVED, SIGNED LETTER*

DRV LIC SUSPENDED *EFF:11-30-06*ORDER MAILED:12-11-06*AUTH:13352A1*
 REASON:DRUNK DRIVING OR DRUGS*STATE:CAUTION 03/CODE:80*SERVICE:B/
 12-13-06*SERVED, SIGNED LETTER*

CONVICTIONS:

VIOL/DT	CONV/DT	SEC/VIOL	DKT/NO	DISP	COURT	VEH/LIC
09-25-06	11-30-06	23152B VC	523571	CGJQ	01440	
				*COURT PROB 36 MO		

DMV POINT COUNT 2
 COURT PROBATION TERMS THROUGH 11-29-09,
 VIOLATION DATE 09-25-06, DOCKET NUMBER 523571
 SHALL NOT COMMIT CRIMINAL OFFENSE, REFUSE BAC
 TEST, OR DRIVE VEHICLE WITH ALCOHOL IN BLOOD.
 OBEY ALL LAWS
 COMPLY WITH SENTENCING
 CONSUME NO ALCOHOL
 DRIVE ONLY IF LICENSED AND INSURED
 REPORT CHANGE OF RESIDENCE/EMPLOYMENT
 OTHER
 FAILURES TO APPEAR:

NONE
 ACCIDENTS:
 NONE
 END

License Status

Authority

Effective Date

Service Code

Date of Service / Via



Exemplar 3 - Single Suspension with Service Needed

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**
** DUMPED FROM A09T - 09Mar10 10:25:34
**
030910 1025
ID OAE0

DATE:03-09-10*TIME:10:25*
MATCHED ON:03-09-10*TIME:10:25*MATCHED ON:03-09-10*
DMV RECORD FOR LAW ENFORCEMENT USE ONLY
DL/NO:E1930996*B/D:07-05-1989*NAME:RODRIGUEZ LIZETTE JANETTE*
MAIL ADDR AS OF 09-16-09:1240 61ST AVE OAKLAND 94621*
OTH/ADDR AS OF 08-15-09:5638 FIRESTONE RD LIVERMORE *
IDENTIFYING INFORMATION:
SEX:FEMALE*HAIR:BROWN*EYES:BRN*HT:5-01*WT:180*
ID CARD MLD:09-03-07*EXPIRES:07-05-13*
LIC/ISS:09-16-09*EXPIRES:07-05-14*CLASS:C NON-COMMERCIAL*
ENDORSEMENTS:NONE*
ORIGINAL DL ISSUE DATE:09-16-09*
LATEST APP:
DL TYPE:ORIGINAL*ISS/DATE: 09-16-09*OFFICE: OKC*BATES:POL*
ORGAN AND TISSUE DONOR: YES UPDATED:09-16-09
LICENSE STATUS:
  SUSPENDED OR REVOKED
SERVICE NEEDED SEE HISTORY BELOW*
DEPARTMENTAL ACTIONS:
DRV LIC SUSPENDED *EFF:02-10-10*ORDER MAILED:01-11-10*AUTH:13365 *
REASON:FAIL TO APPEAR NOTICE*SERVICE:H/03-02-10*
ACKNOWLEDGED, NO SIGNATURE*
VERBAL OR PERSONAL SERVICE NEEDED*
CONVICTIONS:
NONE
FAILURES TO APPEAR:
VIOL/DT  SEC/VIOL  DKT/NO  COURT  VEH/LIC
08-15-09  12500A VC  1683784  01440  4AZL610
          16028A VC
          21453A VC
          40508A VC
          405095 VC

ACCIDENTS:
NONE
END

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License Status

Authority

Effective Date

Date of Service

Service Needed

Service Code



Exemplar 4 – Multiple Suspensions with Proper Service and Service Needed

**
 ** DUMPED FROM A09T - 09Mar10 10:27:21
 **
 030910 1027
 ID OAE0

DATE:03-09-10*TIME:10:27*
 DMV RECORD FOR LAW ENFORCEMENT USE ONLY
 DL/NO:D8389077*B/D:09-13-1987*NAME:PERRY JAMES HAROLD JR*
 MAIL ADDR AS OF 02-17-09:1352 E 27TH ST OAKLAND 94606*
 OTH/ADDR AS OF 08-21-07:661 WASHINGTON ST OAKLAND *
 IDENTIFYING INFORMATION:
 SEX:MALE*HAIR:BROWN*EYES:BLK*HT:6-04*WT:200*
 ID CARD MLD:02-27-09*EXPIRES:09-13-14*
 LIC/ISS:07-16-07*EXPIRES:09-13-11*CLASS:C NON-COMMERCIAL*
 ENDORSEMENTS:NONE*
 ORIGINAL DL ISSUE DATE:07-16-07*
 LATEST APP:
 DL TYPE:DL MAG STRIPE REISSUE*ISS/DATE: 03-26-09*OFFICE: HQT*BATES:POL*
 ORGAN AND TISSUE DONOR: NO UPDATED:02-17-09

LICENSE STATUS:
 SUSPENDED OR REVOKED
 SURRENDERED BY SUBJECT*
 SERVICE NEEDED, SEE HISTORY BELOW*
 DEPARTMENTAL ACTIONS:
 PROOF REQ:A/04-06-11*TERM:04-06-14*
 OWNERS COVERAGE PROOF ON FILE*
 DRV LIC PROB/SUSP *EFF:01-13-09*THRU:02-12-09*ORDER MAILED:12-24-08*
 AUTH:14105 *
 REASON:NEG OPER*STATE:CAUTION 03/CODE:80*SERVICE:M/02-02-09*
 VERBAL NOTICE-COURT, LAW ENFORCEMENT AGENCY, OR DMV*ACTION ENDED:
 04-06-10*

DRV LIC SUSPENDED *EFF:08-23-09*ORDER MAILED:08-19-09*AUTH:16484 *
 REASON:INSURANCE CERT CANC*SERVICE:M/11-03-09*
 VERBAL NOTICE-COURT, LAW ENFORCEMENT AGENCY, OR DMV*
 DRV LIC SUSPENDED *EFF:09-20-09*THRU:03-19-10*ORDER MAILED:08-17-09*
 AUTH:14103 *
 REASON:VIOL OF PROB*STATE:CAUTION 03/CODE:80*SERVICE:A/08-17-09*
 MAILED, NOT RETURNED UNCLAIMED*
 VERBAL OR PERSONAL SERVICE NEEDED*
 DRV LIC SUSPENDED *EFF:12-27-09*THRU:06-26-10*ORDER MAILED:11-23-09*
 AUTH:14103 *
 REASON:VIOL OF PROB*STATE:CAUTION 03/CODE:80*SERVICE:A/11-23-09*
 MAILED, NOT RETURNED UNCLAIMED*
 VERBAL OR PERSONAL SERVICE NEEDED*

DRV LIC SUSPENDED *EFF:01-22-10*ORDER MAILED:12-23-09*AUTH:13365 *
 REASON:FAIL TO APPEAR NOTICE*SERVICE:A/11-23-09*
 MAILED, NOT RETURNED UNCLAIMED*
 VERBAL OR PERSONAL SERVICE NEEDED*

CONVICTIONS:
 VIOL/DT CONV/DT SEC/VIOL DKT/NO
 03-20-07 09-11-07 22450 VC 9083778
 40508A VC *FTA CLEARED
 DMV POINT COUNT 1
 03-30-07 09-11-07 40508A VC 9093032
 *FTA CLEARED
 DMV POINT COUNT 0
 04-06-07 09-11-07 16028A VC 9105177 CZ 01440 4FMH774

License Status

Authority

Service Code

Effective Date

Date of Service

Latest Suspension

Prior

Prior

Service Incomplete

Service Incomplete

Shows SERVICE CODE "A" but also states VERBAL OR PERSONAL SERVICE NEEDED, consider the service as defective.
SERVE BOTH PRIOR SUSPENSIONS



Exemplar 5



A Public Service Agency

VERBAL NOTICE BY PEACE OFFICER,
DMV OR COURT EMPLOYEE

310

(SEE OVER FOR INSTRUCTIONS)

1. NAME (PRINT LAST, FIRST, MIDDLE INITIAL)		2. DRIVER LICENSE NUMBER	
3. ADDRESS		IF NEW ADDRESS PLEASE CHECK HERE <input type="checkbox"/>	
CITY	STATE	ZIP CODE	4. DATE OF BIRTH (MO., DAY, YR.)
5. ACTION TAKEN	6. EFFECTIVE DATE MO. DAY YR.	7. VEHICLE CODE AUTHORITY SECTION	
<input type="checkbox"/> Suspended <input type="checkbox"/> Revoked	/ /		
<input type="checkbox"/> Suspended <input type="checkbox"/> Revoked	/ /		
<input type="checkbox"/> Suspended <input type="checkbox"/> Revoked	/ /		

The above named person was advised by:

8. SIGNED X	TITLE OR BADGE NO.
AGENCY	DATE
CITY	STATE ZIP CODE

that the above action was taken against his/her driving privilege under the authority of the Section of the California Vehicle Code indicated. That person understands that driving a motor vehicle is not permitted until official notification of reinstatement is received from the Department of Motor Vehicles. La persona entiende que no se le permite manejar vehículos motorizados hasta que reciba del Departament de Vehículos Motorizados notificación oficial de reinstalación de la licencia.

9. SIGNATURE OF PERSON SERVED

X

IMPORTANT:

Please obtain any suspended or revoked driver license and forward to the Department of Motor Vehicles pursuant to the authority set forth in Sections 4460 and 13550, California Vehicle Code.

10. WAS UNEXPIRED LICENSE CONFISCATED?

Yes, please enclose the license

No, please explain: _____

Mail to: Department of Motor Vehicles
P.O. Box 942890
Sacramento, CA 94290-0001

11. **FOR OPEN COURT USE ONLY**

DOCKET NO.	SECTION VIOLATED
WITNESS	
DATE	COURT CODE

DISTRIBUTION: White—DMV Canary—Peace Officer/Court Employee Pink—Driver



Exemplar 6

Oakland Police Department 455 7th Street, Oakland, CA 94607
NOTICE OF CORRECTION AND PROOF OF SERVICE
 TF 3254 (8/05)

NAME OF COURT:	Wiley W. Manual Courthouse
STREET ADDRESS:	661 Washington Street
MAILING ADDRESS:	Oakland, CA 94607
CITY AND ZIP CODE:	Traffic Division
BRANCH NAME:	510-268-7673
TELEPHONE:	
PEOPLE OF THE STATE OF CALIFORNIA	
vs.	
Defendant:	
NOTICE OF CORRECTION AND PROOF OF SERVICE (Vehicle Code Section 40505)	
Amending Officer Name	Serial Number
Citation Number	Case Number

Form adopted for Mandatory Use
 Judicial Council of California
 TR-100 (New January 1, 2000)

Proof of Service

1. A *Notice to Appear/Notice to Correct Violation* was issued to you by an officer of this department on (date): _____

2. The citation issued to you contained an error as indicated by the items checked below. This notice of correction does not affect the validity of the citation or the required court appearance.

Date/time of violation should be _____.

Date/time of court appearance should be changed from _____ to _____.

Violation section(s) should be changed from _____ to _____.

Location of violation should be changed from _____ to _____.

Other (specify): _____

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date: _____ Signature of Officer: _____

Oakland Police Department
 455 7th Street, Oakland, CA 94607
 TF 3254 (8/05)

On (date): _____, I served this Notice of Correction on the parties at the address listed below by mailing it, postage prepaid, in the United States postal mailbox at (address): _____

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct:

Date: _____ Signature: _____

Original to Court

Defendant's Address:

TR-100 (New January 1, 2000)

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