

CHAPTER 2
CHP 215S, CONTINUATION DOCUMENT
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CHAPTER 2

CHP 215S, CONTINUATION DOCUMENT

1. POLICY.

- a. General. A CHP 215S, Continuation Document, is to be used whenever the CHP 215, Notice to Appear, or CHP 281, Notice to Correct Violation, does not contain sufficient writing space to note all violations.
- b. Assignment. The CHP 215S is an unnumbered form that may be obtained from any Area office.
- c. Number of Documents Prepared. Normally, only one CHP 215S is necessary to list additional violations. However, additional documents may be prepared as needed.

2. PROCEDURES.

- a. Preparation. The CHP 215S is to be prepared using a firm writing foundation and sufficient pressure to make legible copies. All information is to be printed using either a pencil (preferably #2) or a ball-point pen with black or blue ink. If a pencil is used, it is important that enough pressure be applied while writing to make the fourth copy of the document legible.
- b. Content.
 - (1) CHP 215/CHP 281. Mark the appropriate box that identifies the parent document.
 - (2) Misdemeanor. To facilitate processing, unless specifically precluded by the local district attorney, mark the "misdemeanor" box at the top of the CHP 215S if any of the offenses are a misdemeanor.
 - (3) Traffic/Nontraffic. Mark the "Traffic" box if all violations are California Vehicle Code (CVC) violations. Mark the "Nontraffic" box if the CHP 215S contains any nontraffic violations.
 - (4) Date of Violation. Enter the date the violation(s) occurred using a six-digit date. The sequence of the date shall be MM/DD/YY. For example, enter 05/30/18, if the date is May 30, 2018.

- (5) Time. Enter the time of the violation(s) using the 12-hour clock rather than the 24-hour or "military" time. After the time, mark the "AM" or "PM" box accordingly.
- (6) Day of the Week. Circle the letter corresponding to the day of the week on which the violation(s) occurred.
- (7) Serial Number. Enter the serial number of the parent CHP 215 or CHP 281 for processing.
- (8) Name. Enter the violator's complete legal name. If no middle name, use the abbreviation "NMN" in lieu of "no middle name."
- (9) Vehicle Information. Enter the complete vehicle license plate number and the state of issuance. If the vehicle does not have a license plate displayed on the vehicle, the complete vehicle identification number shall be entered.
- (10) Correctable Violations (Section 40610 California Vehicle Code). Mark the "Yes" box or the "No" box. Correctable violations are registration, driver license, and equipment violations which will be dismissed by the court upon timely proof of correction. Noncorrectable violations are any other infractions or registration, driver license, or equipment violations that meet any disqualifying conditions specified in Section 40610 CVC. Violations which qualify for dismissal under Section 40610 CVC should be cited on a CHP 281 whenever practicable. See Chapter 3, CHP 281, Notice to Correct Violation, of this manual for procedures.
- (11) Section and Code/Description (Violation). Enter the section number, subdivision when applicable, code abbreviation, and a concise narrative description of the violation(s). Follow the order specified in Chapter 1, CHP 215, Notice to Appear, paragraph 4.b.(16), of this manual.
- (12) Misdemeanor or Infraction. Circle the "M" for misdemeanor or "I" for infraction, if applicable.
- (13) Violation(s) Not Committed in My Presence, Declared on Information and Belief. Mark this box when a document is prepared for a violation(s) not committed in the presence of the citing/arresting officer and the complaint is based upon information and belief.
- (14) I Declare Under Penalty of Perjury Under the Laws of the State of California that the Foregoing is True and Correct. Executed at (Place).
- (a) Enter the name of the applicable city, county, or special district (see Chapter 1, Annex A, of this manual) where the violation occurred.

(b) If the CHP 215 is prepared in a different political subdivision than that of the violation, also enter the city or county where the CHP 215 was prepared, and circle the applicable city, county, or special district where the violation occurred.

(15) Arresting/Citing Officer. The officer issuing the CHP 215S is to print or sign their name and identification number in the space provided.

(16) Name of Arresting Officer if Different from Citing Officer. If an occasion arises where the citing officer is not the arresting officer, enter the date, name, and identification number of the arresting officer.

(17) Signature. Have the violator sign in the signature box below the officer's signature of the parent document prior to requesting they sign the CHP 215S. If the violator refuses to sign the CHP 215S but has signed the parent document, the word "Refused" shall be entered in the signature box and the violator shall be released. The CHP 215S is not subject to the provisions of Section 40302 CVC.

3. DISTRIBUTION AND RETENTION.

a. Court Copy, Original (Pink) and Office Copy, Duplicate (White). Attach to, and turn in with, the CHP 215 or CHP 281.

b. Officer's Copy, Triplicate (Green). Attach to, and retain with, the CHP 215 copy in the issuing officer's possession. When used with the CHP 281, this copy may be destroyed.

c. Violator's Copy, Quadruplicate (Canary). Give to the violator together with the CHP 215 or CHP 281.

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