



New Jersey Motor Vehicle Commission

P.O. Box 160
Trenton, New Jersey 08666-0160

STATE OF NEW JERSEY

Jon S. Corzine
Governor

Sharon A. Harrington
Chief Administrator

I am pleased to announce that the Motor Vehicle Commission (MVC), in its continued efforts to ensure the safety and welfare of New Jersey's school children, is implementing a procedure to prevent the use of non-conforming vehicles for school transportation.

This new procedure will give the MVC the ability to accurately track all operators receiving school bus license plates and will ensure that operators are in the MVC's database as school transportation providers. It will also help to eliminate the improper issuance of school bus license plates to operators trying to circumvent New Jersey's school bus inspection program and will prohibit operators from utilizing improper or non-conforming vehicles for student transportation. In an effort to bring all operators into compliance, the following procedure will be effective as of November 1, 2006.

All vehicles applying for an initial school bus registration and license plates will be required to pass a school bus inspection prior to registration. Once the vehicle has passed inspection, the owner, owner-operator, or dealer will be issued an "**AUTHORIZATION TO ISSUE SCHOOL BUS LICENSE PLATES**" form (Form SS-14), by an MVC school bus inspector. This form can then be taken to any Motor Vehicle Agency for issuance of a school bus registration and license plates.

At the time of initial inspection, a dealer, owner, or owner-operator will be required to present the title or title receipt document bearing the intended owner's name. This is required in order for MVC personnel to verify that the vehicle information being presented at the time of inspection, vehicle registration, and receipt of plates meets New Jersey's statutory and regulatory requirements for school transportation.

This procedure is expected to have significant positive impacts on the safety of school children in transport by bringing more vehicles into compliance with the rules governing school transportation. We appreciate your assistance in this very important endeavor.

If you have any questions, please feel free to contact the School Bus Unit at (609) 633-9473 or the Motor Vehicle Commission at P.O. Box 177, Trenton, New Jersey 08666.

Sincerely,

A handwritten signature in black ink that reads "Sharon A. Harrington".

Sharon A. Harrington