# 5-05/080.15 - Verbal Notice by Peace Officer

A deputy should prepare a Verbal Notice by Peace Officer (DL 310) when an individual is encountered whose driving privilege has been suspended or revoked and the individual indicates he is unaware of the order, or when proof of service on the suspension or revocation order is lacking.

The deputy shall verbally inform the individual of the suspension or revocation and confiscate the driver license pursuant to the authority set forth in the vehicle code. The deputy shall complete the DL 310 form, obtain the individual's signature on the form, and submit the form, along with the driver license, to the traffic supervisor for processing.

The traffic supervisor shall forward both the DL 310 form and the driver license to the Department of Motor Vehicles, Division of Driver Safety and Licensing, Sacramento (Refer to the current Traffic Services Detail Indexed Briefing for procedures on completion of the form).