



ANATOMY OF AN IDLING COMPLAINT

Things to be included in your complaint:

1. Identify the type of vehicle idling (truck, bus, or van)
2. Identify the owner/operator of the vehicle
3. Document US DOT number if available
4. Identify the specific vehicle by documenting the license plate information
5. Identify the location that the vehicle was idling at – street address
6. Document the time and duration of idling – Must record more than 3 minutes, more than 1 minute if by a school, of continuous idling.
7. Indicate that the vehicle's engine was not idling to power a loading, unloading, or refrigeration device.
8. If the vehicle is bus, you must indicate that passengers were not entering or exiting the bus.
9. If the vehicle is bus, you should indicate that the temperature was above 40F.
10. If the vehicle is bus and you can document it, you should indicate the seating capacity. Buses require at least 15 seats plus the driver.
11. If the vehicle is idling by a school, you must indicate the name and address of the school.
12. Document the device and application that you used to take the pictures and video.

STANDARD COMPLAINT OUTLINE

I personally observed a (type of vehicle truck, bus, or van) with US DOT number # and a (State) license plate number (###) owned and/or operated by (Company Name) idling for more than (1 or 3) minutes while parked at (Address) on (Date) from (Start time) until (End time). The engine was not being used to power a loading, unloading, or refrigeration device. I am submitting a video and pictures taken by me on my (Type of phone) using the app Timestamp Camera during my observation.

EXAMPLE OF STANDARD TRUCK COMPLAINT

I personally observed a truck with US DOT number 1367868 and a New York license plate number 18725-MC owned and/or operated by Mediterranean Gyro Products Inc idling for more than 3 minutes while parked at 72 John Street, New York, NY 10038 on July 5, 2019 from 9:35 am until 9:39 am. The engine was not being used to power a loading, unloading, or refrigeration device. I am submitting a video and pictures taken by me on my Samsung Galaxy S8+ using the app Timestamp Camera during my observation.

See the [FULL COMPLAINT PACKAGE](#) sent to DEP.

Watch the [VIDEO](#) for this complaint.

COMPLAINT OUTLINE FOR A VEHICLE BY A SCHOOL

I personally observed a (type of vehicle truck, bus, or van) with US DOT number # and a (State) license plate number (###) owned and/or operated by (Company Name) idling for more than (1 or 3) minutes while parked at (Address) on (Date) from (Start time) until (End time). The engine was not being used to power a loading, unloading, or refrigeration device. The temperature was (above 40F or exact temperature). The vehicle was parked idling adjacent to (Name and Address of school). I am submitting a video and pictures taken by me on my (Type of phone) using the app Timestamp Camera during my observation.

EXAMPLE BUS COMPLAINT ADJACENT TO A SCHOOL

I personally observed a bus with US DOT number 3021143 and a New York license plate number 44316-BB owned and/or operated by New Visions Transportation Group Inc idling for more than 1 minutes while parked next to 8683 14th Avenue, Brooklyn, NY 11228 on Benson Avenue on September 27, 2018 from 5:55 pm until 6:01 pm. The engine was not being used to power a loading, unloading, or refrigeration device and the temperature was 70°F. The bus was parked idling adjacent to a school Dyker Elementary (P.S. 229) at 1400 Benson Ave, Brooklyn, NY 11228. I am submitting a video and pictures taken by me on my Samsung S8+ using the app Timestamp Camera during my observation.

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Watch the [VIDEO](#) for this complaint.