



U.S. Department
of Transportation

**National Highway
Traffic Safety
Administration**

1200 New Jersey Ave, SE
Washington, DC 20590

VIA EMAIL – Delivery Receipt Requested

August 22, 2016

Ms. Ginger Markus
Warranty Coordinator
Collins Bus Corporation
415 West 6th Street
South Hutchinson, KS 57505

NEF-107kjs
16V-031

Dear Ms. Markus:

We have completed a review of the quarterly report status for the second quarter of 2016. According to our records, Collins Bus Corporation's second quarterly report for safety recall 16V-031 was due in this office on, or before, July 30, 2016. We have not received this report and it is now overdue.

If you believe that you sent in this report, please provide a copy immediately through your portal account. If you believe that no report is required, please explain the reason and submit your reason through your portal account.

Sincerely,

A handwritten signature in black ink, appearing to read "Jennifer Timian".

Jennifer Timian
Chief, Recall Management Division
Office of Defects Investigation
Enforcement