

NOTICE TO CONTEST PARKING VIOLATION

NAME:

ADDRESS:

TELEPHONE:

CITATION NUMBER:

I wish to contest this Parking Violation Notice. I understand I may do so in writing through the use of this form, or I may appear in person at the next Hearing Date. (Circle one)

1. Declaration in writing
2. I will appear in person

I understand that in either case, the fine must be paid in full prior to scheduling a hearing.

I understand that it is my responsibility to provide an interpreter, if I need one.

I understand that there are only two options to contest the violation: (Circle the one you choose)

1. Admit liability, with explanation
2. Deny Liability

I understand that I may appeal the decision of the Hearing Officer, at my own expense, in Civil Court.

THE FOLLOWING STATEMENT IS WHAT I WISH TO SAY IN CONTESTING THIS VIOLATION: (Use additional sheets if necessary)