

## **APPEAL PROCESS**

Appeals of parking citations must be submitted in writing before the tenth working day from the date of the citation. A Police Sergeant will review the first appeal and have it mailed back to the appropriate person. If the appeal has been denied, a second appeal may be filed with the Chief of Police	License Plate No:		
	Ticket No:		
	Name:		
	Student ID :		
	Street Address:		
	City, State, Zip:		
	Phone:		
or his designee. The decision of the Chief of	Date of Ticket:		
Police or his designee is	Date Appeal Rec'd:		
final.			
I wish to appeal this citation for the following reason(s): PLEASE PRINT LEGIBLY AND ATTACH CITATION			
I AFFIRM THAT THE ABOVE STATEMENT IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE AND BELIEF			
Signature		Date	
A typed name is the same as a signature.			
For College Use Only			
Action of the Chief:	Granted	Denied	
Chief Signature		Date	