



# CITY OF PALMDALE

## Neighborhood Compliance

38250 Sierra Highway, 2nd Floor, Palmdale, CA 93550

### REQUEST FOR ADMINISTRATIVE REVIEW OF A PARKING CITATION

Please **PRINT** clearly using blue or black ink.

CITATION NUMBER(S)

LICENSE PLATE NUMBER

CITATION DATE: \_\_\_\_\_

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY, STATE, ZIP: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_

I hereby request an Administrative Review of the above listed citation(s). The reason I am contesting this parking citation(s) is:

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I understand that this Request for Administrative Review must be postmarked within 21 days of the issuance of my citation or within 14 days of the notice date of the Delinquent Parking Violation Notice for the request to be acted upon.

**I DECLARE UNDER PENALTY OF PERJURY THAT THE FOREGOING IS TRUE AND CORRECT**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

The City will conduct a review of your parking citation based on the information you provide. You must include copies of all applicable documentation relating to your appeal (i.e., vehicle registration, permit, disabled placard, valid identification card and driver license, photo(s), etc.). The documentation will not be returned to you. Your citation will either be dismissed or upheld. Results of the review will be mailed to you.

For Office use Only:  Dismissed Code \_\_\_\_\_

Upheld Code \_\_\_\_\_

Date of Review: \_\_\_\_\_

Reviewed By: \_\_\_\_\_

Notes: \_\_\_\_\_

