



UNIVERSITY OF WASHINGTON
PARKING CITATION PETITION
 CITATION HEARING OFFICE

FOR OFFICE USE ONLY

Citation Hearing Office

Commuter Services
 Box 351107
 3901 University Way NE
 Seattle, WA 98105-6613
 206-543-9008 FAX: 206-616-9456

- Student ID# _____
- Faculty/Staff EID # _____
(EID # is located at MYUW, click Employee Self Service ,ESS).
- Visitor/Patient

DATE STAMP

Vehicle License No.	State	Citation No. (Attach citation or copy of citation)	Citation Date
Petitioner's Name (Last) _____ (First) _____ (M.I.) _____		Daytime Phone _____	

Mailing Address (The hearing decision will be mailed to this address)

**FOR A WRITTEN APPEAL PLEASE COMPLETE THIS FORM.
 TYPE OR WRITE LEGIBLY, ILLEGIBLE (UNREADABLE)
 COMMENTS MAY VOID YOUR PETITION.**

**FOR AN IN-PERSON APPEAL: PLEASE CONTACT
 THE CITATION HEARING OFFICE AT 206-543-3205
 TO SCHEDULE AN APPOINTMENT.**

- Please explain your reason(s)/basis for appeal with as much detail as possible.
- Please attach originals or copies of any documents or evidence (i.e. Parking Permit, photographs, maps, drawings, or letters).
- **Please retain a copy of your entire appeal and evidence for your records.**

Signature of Petitioner (required) _____ Date _____

■ **If you are submitting this appeal more than 20 days after the citation date, your Petition is a Late Submittal and subject default denial.** To apply for Late Acceptance of your Petition, you must provide a statement (reasons) in the space below explaining why the submittal is late. A Hearing Officer will review your statement and determine if Good Cause for Late Acceptance is shown. If you do not apply for Late Acceptance and provide a statement, your Petition will be denied.

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Reviewer: _____ Petition Accepted Petition Denied Notice Mailed (Date) _____