

**REQUEST FOR ADMINISTRATIVE REVIEW
OF A PARKING CITATION**

I hereby request an administrative review of my parking citation. The reason I am contesting this parking citation is:

(If more space is required, use back of this form)

“I understand that this Request for Administrative Review must be postmarked within 21 days after the issuance of my citation or within 14 days of the mailing of the notice of delinquent parking violations for the request to be acted upon.”

I certify that 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 your appeal (i.e. vehicle registration, permit or placard). The documentation will not be returned to you. Your citation will either be cancelled or upheld. Results of the review will be mailed to you. In order for your request to be processed, the following information must be provided.

Please print clearly

Name: _____

Address: _____

City/State/Zip: _____

Citation #: _____ License Plate #: _____

City Citation Issued In: _____

Mail to: Data Ticket, Inc., P.O. Box 2730, Huntington Beach, CA 92647