PARKING VIOLATION APPEAL FORM

This form is used at Penn State Berks to appeal a parking violation for any campus parking ticket. This form should not be used for State Citations, which are handled through the District Justice.

The following are NOT ACCEPTABLE grounds for appeals:

- Only parked illegally a few minutes
- Student parked in Visitors space
- Lack of space at this location
- Bad weather or darkness
- Financial hardship
- Expired permit
- Unread or misunderstood signs
- Inconvenient assigned area
- Permit on seat, console, etc.
- Ignorance of regulations
- Unregistered vehicle
- Running late

TYPE: [ ] FACULTY/STAFF [ ] COMMUTER STUDENT [ ] RESIDENT STUDENT [ ] VISITOR

PERMIT # ____________________ LICENSE PLATE # ____________________ STATE ________________

VEHICLE OWNER/PERMIT HOLDER: _______________________________________________________________________

ADDRESS: ___________________________________________________________________________________________

PSU ID # ____________________ PHONE: (____) ____________________ EMAIL _____________________

PERSON APPEALING VIOLATION (if different than above): ___________________________________________________

ADDRESS: ___________________________________________________________________________________________

PHONE: (____) ______________________________________________________

TICKET # ____________________ LOCATION OF VIOLATION _______________________

TYPE OF VIOLATION ___________________ DATE OF VIOLATION ____________________

BASIS OF APPEAL:
_____________________________________________________________________________________________________
_____________________________________________________________________________________________________
_____________________________________________________________________________________________________
_____________________________________________________________________________________________________
_____________________________________________________________________________________________________
_____________________________________________________________________________________________________
_____________________________________________________________________________________________________

Decisions made by the Appeals Committee are final.

SIGNATURE: _________________________________________________ DATE: __________________________

DATE FILED _________ ACCEPTED BY _________ PREVIOUS VIOLATIONS _____ WARNINGS _______

Action Taken:

_______ Excused _________ Granted (Fine excused this time only.)

_______ Denied $ __________ Amount Due

FOR OFFICE USE ONLY

DATE FILED _________ ACCEPTED BY _________ PREVIOUS VIOLATIONS _____ WARNINGS _______

Action Taken:

_______ Excused _________ Granted (Fine excused this time only.)

_______ Denied $ __________ Amount Due

02/14/2006