

REC'D TVB

RET'D TVB

REC'D @ COURT



City of Ithaca Court Parking Violation Appeal

NAME: _____

ADDRESS: _____

CITY, STATE: _____ ZIP _____

PHONE #: _____ (Home) _____ (Work)

E-MAIL ADDRESS (OPTIONAL): _____

LICENSE PLATE NUMBER: _____ STATE _____

PLEASE MAIL OR RETURN
APPEAL TO:
Traffic Violations Bureau
Chamberlain's Office
Ithaca City Hall
108 East Green Street
Ithaca, NY 14850

OR DROP OFF AT:
Ithaca City Court Entrance
118 East Clinton Street
(behind Police Station)
Ithaca, NY 14850
Between 8:00 a.m. and 4:00 p.m.

A parking ticket violation may be appealed by completing this form and returning it to the Traffic Violations Bureau to initiate the appeal process. Attach the ticket(s), warrant notices, and/or printouts obtained from the Traffic Violations Bureau.

TICKET NUMBER(S): _____

If you wish to appear before the Judge, complete this form and appear at the Ithaca City Court with the completed form on any Thursday at 1:30 pm. Parking appeals are heard after all criminal cases and traffic tickets are called, so time is approximate.

I swear that the information provided and the statement on the reverse side of this form is true and accurate to the best of my knowledge.

Appellant's Signature

Date

PROVIDE YOUR NAME, ADDRESS AND PLATE NUMBER COMPLETELY. INFORMATION ON THIS FORM WILL BE USED TO NOTIFY YOU OF THE COURT'S DECISION. PLEASE PRINT ALL INFORMATION.

APPEALS MAY BE RETURNED IF NOT COMPLETED PROPERLY.

If you are appealing a no-inspection ticket, you must attach a copy of the proof that you have had the vehicle inspected and that it passed inspection. (New York State DMV Inspection Receipt)

If you are appealing a ticket for parking without permission on a private lot, you must attach a written notice from the lot owner that the ticket was issued in error, if that is the grounds for your appeal.



Briefly explain why you are making your appeal:

FOR COURT USE ONLY

TVB REPORT:

ORIGINAL FINES: _____

PENALTIES: _____

SCOFFLAW: _____

TOTAL: _____

INVESTIGATION/COMMENTS OF TVB (if applicable):

DECISION BY CITY COURT JUDGE:

FINES: _____

PENALTIES: _____

SCOFFLAW: _____

TOTAL: _____

DUE DATE: _____

COMMENTS OF CITY COURT JUDGE:

DATE: _____

INITIALS OF CITY COURT JUDGE: _____