

Instructions for Appealing a Parking Ticket

Print this page and fill in all requested information. A Traffic Violation Appeals Committee, composed of two students and one faculty/staff member will consider appeals for waiver of fines. Applications must be filed with the University Security Office. Failure to file an application within 14 days from the date of the ticket, or failure to appear at the scheduled meeting of the Appeals Committee, will result in forfeiture of the right to appeal.

The decision of the Appeals Committee is final and a violation may not be re-appealed unless significant new evidence or proof is submitted. If the Appeals Committee acts favorably on an appeal, the student will be reimbursed for any fine already paid.

Tickets for illegal parking in spaces reserved for handicapped persons may not be appealed

For further assistance contact Security at x2222 or campus-security@onu.edu

DECLARATION OF APPEAL

_____ Permit No. _____ Date

I, _____
name

hereby declare that I intend to make application to appeal the violation and fine as indicated on the ticket number _____ which was issued on the date of _____, 20____ to the vehicle registered in my name.

I understand that if the application for appeal is not made in writing to the Traffic Appeal Committee within two weeks from the date the above traffic ticket was issued, my right to appeal will be forfeited.

Signature