

# WESTERN STATE COLLEGE PARKING CITATION APPEAL FORM

Attach citation(s) you are appealing. Parking for only a short period of time, not seeing the signs or curb and/or a lost ticket are unacceptable grounds for any appeal. You must submit the completed appeal form prior to the due date shown on the citation for the appeal to be valid. Return appeal form to room # 104 Crystal Hall the WSC Office of Student Affairs.

Name:	Phone:
Student/Staff/Faculty ID #:	Mailing Address:
Vehicle Make:	Model:
License Plate #:	State:
Parking Citation #:	Parking Permit #:

If citation #, license plate # and parking permit # are not listed, appeal form will not be accepted.

Reason for appeal (use back of appeal if necessary):

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I understand that any fine(s) determined to be due and payable as a result of this appeal must be paid within five (5) working days from the date of denial or additional penalty fines will accrue. Unpaid fines will be forwarded to the state collection agency and/or my WSC accounts will have a stop placed on them. I understand the referee's decision is final. I have completely read and have truthfully provided accurate information on this appeal form.

Your signature: \_\_\_\_\_ Date: \_\_\_\_\_

*Office Use Only - do not write below this line*

Date to Referee: \_\_\_\_\_  
 Prior Citations: \_\_\_\_\_  
 Officer's Statement: \_\_\_\_\_

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Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Referee's Decision:**  
 Appeal sustained and summons voided. No fine.  
 Appeal denied. Pay original fine amount.  
 Appeal denied. There were mitigating or extenuating circumstances. Fine reduced fifty percent of the original amount.

REFEREE SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_