

## Parking and Transportation Appeal Form

Before completing this form, please read the following:

- 1) You have 10 days from the date of the citation to file an appeal. **Late appeals will not be accepted.**
- 2) Appeals will be reviewed monthly.
- 3) Results will be emailed to address below or, if no email is provided, results will be mailed to mailing address listed below.
- 4) Appeals for the following circumstances are not considered valid and **will not be accepted.**
  - Not aware of parking regulations
  - Failure to notice parking signs or line markings
  - Arriving at your vehicle within minutes of the meter expiring
  - Parking only for a short period of time
  - Time constraints-activity took longer than anticipated or needing to get to class/work/appointment on time
  - Wanting to park closer to destination
  - Classes were not in session

<b>Appellant Name</b>	<b>Blugold ID#</b>	<b>Ticket #</b>	
<b>Appellant Address</b>	<b>City</b>	<b>State</b>	<b>Zip code</b>
<b>Telephone #</b>	<b>Email Address</b>		

### Appellant Statement

**Nature of Appeal** – In the space below, state with clarity the reason(s) why you believe this citation was issued in error or why you should be excused from responsibility for payment of this citation.

**(Evidence of a medical emergency or mechanical failure of a vehicle must be included with this form if such information is the basis for your appeal.)**