



# Parking Ticket Appeals Form

Rev. 12/1/18

Town of Chapel Hill

Parking Services

828 Martin Luther King Jr. Blvd.

Chapel Hill, NC 27514

phone (919) 968-2760,

fax (919) 968-2846

[www.townofchapelhill.org](http://www.townofchapelhill.org)

[www.parkonthehill.com](http://www.parkonthehill.com)

Please complete all the information below in as much detail as possible. A Ticket Appeal Review Officer will thoroughly review your appeal and you will be notified of the results within 15 days of filing this appeal. Parking tickets may be appealed up to 21 days from issuance only. Unpaid tickets begin to accumulate late fees starting 21 days after the ticket was issued. While your ticket is in the appeals process, late fees are suspended. If your appeal is denied, the suspension is lifted and late fees will begin to accumulate. Late fees are: \$10.00 after 21 days from issuance and an additional \$10.00 for each subsequent 14 day period, up to a maximum of \$20.00. A personal hearing may be requested only when a vehicle has been towed or booted.

**The decision of the Ticket Appeal Review Officer is not subject to further review by any other Town official.**

Name: \_\_\_\_\_ Date: \_\_\_\_\_ Ticket #: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Vehicle License #: \_\_\_\_\_ State: \_\_\_\_\_

Vehicle Make: \_\_\_\_\_ Model: \_\_\_\_\_ Color: \_\_\_\_\_

Name of Registered Owner of Vehicle (if different from person filling out form): \_\_\_\_\_

Address of Registered Owner of Vehicle: \_\_\_\_\_

Location of alleged violation: \_\_\_\_\_

Was Vehicle Towed? Yes / No      Personal Hearing requested (tow or boot only)? Yes / No

Reason for Appeal: \_\_\_\_\_

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(Additional space on back) \_\_\_\_\_

**SIGNATURE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

