CITY OF
COLLEGE PARK

PARKING VIOLATION RESOLUTION REVIEW REQUEST
7401 BALTIMORE AVENUE SUITE 201 COLLEGE PARK, MD 20740
PARKINGENFORCEMENT@COLLEGEPARKMD.GOV
TELEPHONE: 240.487.3520
FAX: 301.220.1172
WWW.COLLEGEPARKMD.GOV

PUBLIC SERVICES DEPARTMENT

Please visit https://collegepark.aimsparking.com to appeal online or submit this completed form to the address above. Note all items must be submitted or postmarked within 14-*calendar days* of the citation(s) issue date. No appeals will be process after the 14 calendar-day period and late fees will be assessed.

A separate form is required for each vehicle.

Citation Number(s) _____

License Plate/Tag _____ State: _____ Expires _____

Party Requesting Appeal _____

Email Address: _____ Phone _____

Registered Owner _____

Address _____ Apt/Suite _____

City _____ State _____ Zip _____ Phone _____

By law, the registered vehicle owner is the presumed recipient of a parking citation and is responsible for paying assessed fines and fees. Maryland registrations may be "flagged" for non-payment of parking citations preventing renewal for the cited vehicle. Unpaid tickets may be turned over to a collection agency. Rental agencies may also impose additional fees for unpaid parking tickets received by the lessees of their vehicles.

Street Address: _____ Apt/P.O. Box _____

City _____ State _____ Zip _____

Rental ❑ No ❑ Yes Agency _____ Phone _____

• Please review all documents before submission and be sure to provide current mailing information.
• You will be contacted only if additional information is required.
• Payment is due by date provided by the Review Official should the appeal be denied or fine reduced.
• Decisions for multiple citations will be sent in one reply.
• No payment is due if the Review Official vacates the fine.

Check one:
❑ **I am requesting an appearance in person before the Review Officer".**
Authority: §184-16.1 and §184-20.1, City Code of the City of College Park.

❑ **I am submitting a WRITTEN review per the reasons stated on page two (2) of this form.**
Authority: §184-16.1 and §184-20.1, City of College Park Code.

I, the undersigned, attest and certify that the information set forth herein is, to the best of my knowledge, true and correct and have attached a photocopy of the current vehicle registration or rental agreement to my statement.

_____   _____
Signature   Date

_____   _____
Received by the City of College Park   Date Received

State the reasons why this fine should be reduced or vacated. The City of College Park is not responsible for monies or original documents submitted with written appeals.

Initials: _____

Be sure to attach copies of:
- *Any supporting documentations including photos, MVA documents, permits, etc.*
- *Vehicle registration or rental agreement*
- *Additional sheets for continued statement*