



REQUEST FOR PARKING CITATION REVIEW

Please type or print the following:

_____			_____
Contestant/Registered Owner's Name			Citation Number
_____			_____
Mailing Address			Violation(s) Contested
_____	_____	_____	_____
City	State	Zip	Date and Time Citation was Issued
_____			_____
Daytime Telephone Number			Vehicle License Plate Number

The Newark Police Department provides this Parking Citation Review for anyone receiving a parking citation and is free of charge. The contestant must provide a reason why the citation should be invalidated within 21 days from the issuance of the citation, or within 14 days from the mailing of the notice of delinquent parking violation penalty fees.

Personal reasons, inconvenience, lack of funds, forgetfulness, failure to observe signs, lack of available parking elsewhere, lack of knowledge of the applicable restrictions, and similar or related matters are not a defense to liability for the parking penalties. **If citation is upheld, all fees are due and must be paid within 15 days of the mailing of the determination.**

You may appeal the determination before a City Hearing Officer by filling out and submitting an Appeal of Administrative Citation form within 30 calendar days of the determination. The form is available at the City Clerk's Office or on Newark's web site at <http://www.ci.newark.ca.us/forms/>

Reason review is requested (please be specific - if more room is needed attach a separate piece of paper):

_____	_____
Signature of Contestant	Date

This form must be returned within the above time period to:

Newark Police Department
Parking Citation Reviews
37101 Newark Boulevard
Newark, CA 94560

Telephone: (510)578-4000

-----Departmental Actions (Do not write below this line.)-----

Citation Review Determination: _____