City of Pasadena Parking Citation Section 221 East Walnut Street, Suite 199 Pasadena, CA 91101-1763 (626) 744-4360

Administrative Hearing Request

Please complete this form if you are requesting an Administrative Hearing. Administrative Hearings may be scheduled in person or by Written Declaration. If you are contesting more than one parking citation, you must complete a separate form for each parking ticket. Administrative Hearing Requests must be returned to the Parking Citation Section 21 days from the date on your initial review request outcome notice. Administrative Hearings will not be scheduled if full payment of your parking ticket is not submitted with your request.

Please check the applicable Administrative Hearing you are requesting and complete all information requested on the form

- 1. () I hereby request an Administrative Hearing in person.
- 2. () I hereby request an Administrative Hearing by written declaration. Please complete Written Declaration Form and attach it to your Administrative Hearing Request form. Please send both forms along with your payment to the Parking Citation Section.

Parking Ticket Information (Please Print or Type)					
Payment included () Yes No ()	If yes, payment	amount enclosed \$			
Parking Citation No	Date of Violation				
Vehicle License Plate No.	S	tate of Registration			
Are you the registered owner? () Ye	es () No				
Name					
Address					
(House #) (Direction) (Street Name)	(unit #)			
City	State	Zip Code			
Daytime Phone No. ()	Alterna	te Phone No. ()			
Signature		Date			