

REC'D TVB

RET'D TVB

**CITY OF ITHACA COURT  
PARKING VIOLATION APPEAL**

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY, STATE: \_\_\_\_\_ ZIP \_\_\_\_\_

PHONE #: \_\_\_\_\_ (Hm) \_\_\_\_\_ (Wk)

E-MAIL ADDRESS (optional) \_\_\_\_\_

LICENSE PLATE NUMBER: \_\_\_\_\_ STATE: \_\_\_\_\_

PLEASE MAIL OR RETURN

APPEAL TO:

Traffic Violations Bureau  
Ithaca City Hall

108 E. Green Street  
Ithaca, New York 14850

OR DROP OFF AT:

Ithaca City Court Entrance  
118 E. Clinton Street

Ithaca, New York 14850  
Between 8:00 a.m. and 4:00 p.m.

A parking ticket violation may be appealed by completing this form and returning it to the Traffic Violations Bureau to initiate the appeal process. Attach the ticket(s), warrant notices, and/or printouts obtained from the Traffic Violations Bureau.

TICKET NUMBER(S): \_\_\_\_\_

If you wish to appear before the Judge, complete this form and appear at the Ithaca City Court with the completed form on any Wednesday at 12:00 noon. Parking appeals are heard after all criminal cases and traffic tickets are called, so time is approximate.

**I SWEAR THAT THE STATEMENT ON THE REVERSE SIDE OF THIS FORM IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE.**

\_\_\_\_\_  
Appellant's Signature

\_\_\_\_\_  
Date

**PROVIDE YOUR NAME, ADDRESS AND PLATE NUMBER COMPLETELY. INFORMATION ON THIS FORM WILL BE USED TO NOTIFY YOU OF THE COURT'S DECISION. PLEASE PRINT ALL INFORMATION.**

**APPEALS MAY BE RETURNED IF NOT COMPLETED PROPERLY.**

If you are appealing a no-inspection ticket, you must attach a copy of the proof that you have had the vehicle inspected and that it passed inspection.

If you are appealing a ticket for parking without permission on a private lot, you must attach a written notice from the lot owner that the ticket was issued in error, if that is the grounds for your appeal.

Briefly explain why you are making your appeal:

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FOR COURT USE ONLY

TVB REPORT:

ORIGINAL FINES: \_\_\_\_\_

PENALTIES: \_\_\_\_\_

SCOFFLAW: \_\_\_\_\_

TOTAL: \_\_\_\_\_

INVESTIGATION/COMMENTS OF TVB (if applicable):

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DECISION BY CITY COURT JUDGE:

FINES: \_\_\_\_\_

PENALTIES: \_\_\_\_\_

SCOFFLAW: \_\_\_\_\_

TOTAL: \_\_\_\_\_

DUE DATE: \_\_\_\_\_

COMMENTS OF CITY COURT JUDGE:

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

INITIALS OF CITY COURT JUDGE: \_\_\_\_\_