

Smithfield City Corporation

Civil Citation or Parking Notice Appeal Form

Please Print Clearly

Smithfield City Municipal Code Chapter (17.10.010) allows individuals to appeal the issuance of UNPAID civil citations and parking tickets within five (5) business days of the issue date. This must be done in writing. Use of this form is sufficient when submitting an appeal. Completed forms should be mailed to Smithfield City Corporation c/o Appeals Hearing Officer, PO Box 96, Smithfield Utah, 84335, or emailed to info@smithfieldcity.org

If you have any questions, contact Smithfield City Corporation at (435) 563-6226 or via email at info@smithfieldcity.org

CITATION/NOTICE INFORMATION

<i>Citation/Ticket Number:</i>	<i>Issue date:</i>
<i>Location:</i>	<i>License Plate Number:</i>
<i>Name of Registered Owner:</i>	<i>Address:</i>
<i>City/State:</i>	<i>ZIP:</i>
<i>Phone:</i>	<i>Email:</i>

HEARING PREFERENCE (CHOOSE ONE)

Hearing by Mail/Email

Hearing in person
(In-person hearings are by appointment only.)

DISMISSAL REASON

You must show good and sound reason why you feel this citation should be dismissed. It is your responsibility to clearly state your case and to show and submit proof for your appeal. Attach an additional sheet if necessary.

(Lack of knowledge of regulations, ordinances, other vehicles were also parked improperly, lack of space, unread or misunderstood signs, parking only for short period of time, failure to display parking permit, lost citation or forgetfulness, are NOT grounds to appeal a citation.)

Signature

Date

Smithfield City reserves the right to process this as either a written appeal or a request for a hearing.

Please submit parking appeals via email to info@smithfieldcity.org or to:

Smithfield City Corporation
c/o Appeals Hearing Officer
96 South Main
PO Box 96
Smithfield, UT 84335