

# PARKING TICKET APPEAL LETTER

Recipient (Parking Violations Office / Agency): \_\_\_\_\_

## Sender Information:

Full Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email Address (optional): \_\_\_\_\_

## Vehicle Information:

Make / Model: \_\_\_\_\_

Year: \_\_\_\_\_

Color: \_\_\_\_\_

License Plate Number: \_\_\_\_\_

## Parking Ticket Information:

Ticket Number: \_\_\_\_\_

Issued By: \_\_\_\_\_

Location of Violation: \_\_\_\_\_

Violation Code / Description: \_\_\_\_\_

## Basis for Appeal:

I, the undersigned, hereby formally contest the issuance of the parking ticket referenced above. I assert that the ticket was issued in error for one or more of the following legally valid reasons (check applicable):

- The vehicle was legally parked and in compliance with all posted signs and regulations.
- The ticket was issued for a location or time period inconsistent with the evidence.
- The parking meter or payment device was malfunctioning or improperly maintained.
- Proper payment was made and documented at the time of the alleged violation.
- The sign(s) indicating parking restrictions were missing, obscured, or unclear.
- I was authorized to park due to a valid permit or exemption.
- Other (please specify):

## Detailed Explanation:

Provide a clear and concise explanation of the facts and circumstances supporting your appeal here. Attach any supporting documentation, photographs, or evidence that substantiates your claim.

## Declaration and Signature:

I declare under penalty of perjury under the laws of the United States of America that the foregoing is true and correct

to the best of my knowledge and belief. I understand that submitting false information may subject me to penalties and fines as provided by law.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

**APPELLANT SIGNATURE**

**OFFICER RECEIVING APPEAL**

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Original source of this document:

<https://letter247-us.com/parking-ticket-appeal-letter/>

Did you find this template helpful?

Find more updated templates at:

<https://letter247-us.com/>

[View more templates](#)

This template is intended exclusively for personal, non-commercial use.  
If distributed or published, the source must be mentioned.

This template is provided for guidance only and does not constitute legal advice.  
It is recommended to consult a legal professional for each specific case.