Willamette University
Office of Campus Safety
Parking Citation Appeal Form

Disputed parking citations may be appealed.

♦ Each appeal must be received by the Office of Campus Safety within five (5) working days from the date the citation was issued.

♦ Only written appeals can be accepted, delivered in person, via e-mail to safety@willamette.edu, or by Campus Mail.

♦ Each appeal must be based on verifiable evidence. Lack of knowledge of the University’s Parking Regulations will not be accepted as grounds for appealing a citation. Find regulations at www.willamette.edu/parking/regulations

♦ Repeated violations cannot be appealed.

☞ Click on each gray box below to enter information (all required).

Name: 
WU ID#

Campus Box # or Mailing Address:

Citation #: Citation Date:

Vehicle License #: WU Permit #:

Violation(s):

State the basis for appealing this citation:

Signature: _________________________________ Date: 
(sign after printing)

☞ Print, sign and deliver or mail to Office of Campus Safety.

☞ The Director of Campus Safety will review appeals and make a decision based on the written appeal and on Campus Safety records. Appellants will be notified of the decision by mail.

Office Use Only:
Date rcvd ________