

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.

<i>Office Use Only:</i> Date rcvd _____
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