

**CITY OF PLEASANTON
PARKING CITATION
REQUEST FOR ADMINISTRATIVE REVIEW
BY PLEASANTON POLICE DEPARTMENT**

The Pleasanton Police Department provides an administrative review of parking citations. The review is free of charge. The request for review must be received by the Police Department within 21 days from the issuance of the citation or within 14 calendar days from the mailing of the notice of a delinquent parking violation. You will receive a written decision. If you are dissatisfied with the results of the Police Department's review, you may request an administrative hearing, but you must request a hearing no later than 21 calendar days following the mailing of the results of the Police Department's review, and, unless an exception applies, at the time you request the hearing, you must deposit with the City the full amount of the parking penalty.

Personal reasons, inconvenience, lack of funds, forgetfulness, failure to observe signs, lack of available parking elsewhere, lack of knowledge of the applicable restrictions, and similar or related matters are not defenses to a parking citation.

Citation Number

Date of Violation

Contestant's Name

Contestant's Address

Reasons why the citation should be dismissed: (If more space is needed, use an addition page.)

I declare under penalty of perjury under the laws of the State of California that the above is true and correct to the best of my knowledge.

Signature _____ Date _____

Daytime Phone _____

Return this form to the Pleasanton Police Department, 4833 Bernal Avenue, P.O. Box 909, Pleasanton, California 94566.