Penn State University Parking Violation Form

FACE VALUE OF TICKET IS REQUIRED TO BE PAID UPON
APPEALING ALL TICKETS

ALL APPEAL DECISIONS ARE FINAL

INSTRUCTIONS: Please print clearly the information requested below, and return, with payment, to the University Parking Office, 1 Eisenhower Parking Deck, University Park, PA 16802 within twenty (20) calendar days of the date of violation. The parking ticket (or a copy) must be included. The person appealing the violation will be notified via mail of the Appeals Committee’s decision. Please note our website at www.transportation.psu.edu for parking regulations and information. Illegible appeals will be rejected.

The following are NOT acceptable grounds for appeals:

- Lack of Space
- Financial hardship
- Ignorance of regulations
- Bad weather or darkness
- Only parked illegally for a few minutes
- Handicap violation (no state issued placard)
- Running late
- Expired meter
- Inconvenient assigned area
- Expired Meter
- Unread or misunderstood signs
- Unregistered vehicle

Type: ☐ Faculty/Staff ☐ Student ☐ Visitor ☐ Construction/Service
Have you appealed parking tickets previously? ☐ Yes ☐ No

Ticket # __________________________ State: __________________________
License # __________________________ Today’s Date: ________________

Name of Appellant: __________________________
Address: __________________________
City: __________________________ State: ________________ Zip: ________________
Phone: __________________________

Basis of Appeal: __________________________________________________________

I certify that the above statement is true to the best of my knowledge. Illegible appeals will be rejected.

(Signature—required for all applicants)

OFFICE USE ONLY

Date sent to committee: __________________________ Return Date: __________________________

Committee decision:
Member 1: __________________________
Member 2: __________________________
Member 3: __________________________

Decision: ☐ Pay ☐ Cancel ☐ VSPS/Warn ☐ Reduced to: $__________ ☐ Due Date: ________________