

BRADLEY UNIVERSITY
Parking Citation Appeal
POLICY AND CONDITIONS

The University Parking Citation Appeal Committee declares that the issuance of a parking/traffic violation indicates that the University parking policy has been violated. It then becomes the responsibility of the alleged violator to prove in an appeal that the Parking Policy was not violated. **APPEALS THAT CONFLICT WITH POLICY WILL BE AUTOMATICALLY DENIED.**

The following cases are a PARTIAL listing of situations/conditions that CANNOT be considered:

- Lack of knowledge of University policy and/or regulations.
 - Parking for only a “few minutes” in an area where parking is not allowed.
 - Using another errant driver as evidence that “they got away with it, so should I.”
 - Parking in areas that are restricted for your permit, backing-in, pulling through, over-the-line, etc.
 - Not having a visible permit.
 - Purchasing a permit AFTER a citation has been issued.
 - Permit is improperly displayed.
 - A borrowed or rental vehicle must have a temporary permit attached.
 - Loaning a car to another driver does not excuse the owner from violations incurred by that vehicle.
 - Violation of handicapped parking areas without appropriate permits.
1. This appeal must be initiated at, and returned to General Services, 100 MacMillan Hall within seven (7) workdays after the violation issue date.
 2. Appellants will be notified, in writing, once a decision is reached on an appeal.
 3. Attach copies of any documents or draw diagrams that support this appeal.
 4. Attach original ticket to this appeal form.

Name (print) _____ ID# _____

Local Address _____ Phone # _____

City _____ Zip Code _____ Email: _____

Permit # _____ Violation # _____ Today's Date __ / __ / __

Student Faculty/Administration Staff Other (Indicate) _____

Appeal Commentary : _____

I have read and understood the guidelines for appealing my traffic citation, and believe I am making such an appeal in accordance with the conditions.

Signature _____

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University Arbitration Board Action

GRANTED DENIED CONSIDER THIS A WARNING TICKET
(Similar appeals will not be considered in the future)

Date _____ Board Remarks (If any) _____

Decision Affirmed By: _____