

**Parking Citation Request for Initial Review  
College of San Mateo**

DATE:

TO: Office of Parking Violation  
P.O.Box 9003  
Redwood City, CA 94065-9003

FROM:

Name:  
Address:  
City/State/ZIP Code:

SUBJECT:

CITATION Number CL-0 \_\_\_\_\_ Date of Citation: \_\_\_\_\_

Vehicle license Number: \_\_\_\_\_

Location of Campus: \_\_\_\_\_

Violation: \_\_\_\_\_

MESSAGE: I am requesting an initial review of this citation for the following reason(s):

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

College of San Mateo

## Contesting Parking Citations

The procedures for contesting parking citations are contained in the California Vehicle Code. The relevant sections are as follows:

40200(a): Any violation ... governing the standing or parking of a vehicle under this code... is subject to a civil penalty... enforcement of those civil penalties shall be... by the civil administrative procedures set forth in this article.

40200.5(a): ... an issuing agency may... contract with a private vendor... processing agency... for the processing of notices of parking violations and notices of delinquent parking violations...

40202©: Once the issuing officer has prepared the notice of parking violation... any person who ... nullifies.. a citation...before it is filed with the processing agency... is guilty of a misdemeanor.

40215(a): For a period of 21 calendar days from the issuance of a notice of parking violation or 14 calendar days from the mailing of a notice of delinquent parking violation, a person may request an initial review of the notice.

40215(b): If the person is dissatisfied with the results of the initial review,, the person may request an administrative hearing of the violation no later that 21 calendar days following the mailing of the results of the issuing agency's initial review. The person requesting an administrative hearing shall deposit the amount of the parking penalty with the processing agency.

40230(a): Within 30 calendar days after the mailing...of the final decision described in subdivision (b) of Section 40215, the contestant may seek review by filing an appeal to be heard by the... superior court.

40207: Unless the registered owner pays the parking penalty or contest the citation within 21 calendar days from the date of issuance of the citation or 14 calendar days after mailing of the notice of delinquent parking violation... renewal of the vehicle registration shall be contingent upon compliance with the notice of delinquent parking violation.

40202(b): The notice of parking violation shall be served by attaching it to the vehicle either under the windshield wiper or in another conspicuous place upon the vehicle...

40202 (c): If... the vehicle is driven away prior to attaching the notice to the vehicle, the issuing officer shall file the notice with the processing agency. The processing agency shall mail, within 15 calendar days of issuance of notice of the parking violation... a copy of the notice of parking violation... to the registered owner.

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