

Lakeland University
Parking Ticket Appeal Form

PROCEDURES:

You have 5 days from when the parking ticket was issued to appeal. If the appeal is upheld, the parking ticket and any fines incurred from the appealed parking ticket will be voided. If the appeal is denied, the amount of the parking ticket will be applied to the student or staff/faculty account, unless payment was already paid. A written reply to your appeal will be emailed to you in a timely manner. Appeals may also be submitted via email to SafetyandSecurity@lakeland.edu. The parking ticket number in the upper right corner of the ticket **MUST** be included on this form. As well as the ticket or a copy of the ticket.

Ticket Number _____ I.D. Number _____

BASIS FOR APPEAL:

Signature: _____ Name Printed: _____

E-Mail Address _____ Date Appeal Filed: _____

This section will be completed by Security staff

Date Presented to the Safety and Security Department: _____

Committee Action:

- Appeal Upheld
- Appeal Denied

Basis for Action: _____

Date reviewed: _____

Date results emailed Out: _____

***Once completed please email to SafetyandSecurity@lakeland.edu or you may drop off the appeal form to the Safety & Security office located in the Lower Level of Brotz Hall North entrance Room 19.