Office Use Only
Valid Decal
☐ **Yes** ☐ **No**
☐ Envelope attached

Traffic Violation Appeal Form

Choose one: ☐ Visitor ☐ Faculty/Staff ☐ Student _____
Sub Classification

Date: _____ **Banner ID** or SS#: _____

NAME: _____ Phone: _____
Legibly Write Your Full Name i.e. John Paul Jones

Home Address: _____
Street City State Zip Code

Campus Address(If Applicable): Dorm: _____ Room #:_____ Mailbox #: _____

Decal No. & Type : _____ ☐ COMM ☐ RESI ☐ DECK ☐ EVEN

Ticket Incident Information: Please fill in the below information as it appears on your parking ticket.

Ticket #:	Incident Date:	Incident Time:	Incident Location:	Fine Amount:

Vehicle Info: _____
License Plate # **State** **Make/Model/Color** **Year**

Type or Write Your Statement Below: (Be Specific)

If Necessary, Continue on the back....

Stipulate Specific Action Requested and Why: _____

I certify that I have given true, accurate and complete information on this form to the best of my knowledge. I attest that all documentation I have submitted with this form is true and accurate. I authorize investigation of all statements made in this application and understand that false information or documentation, or a failure to disclose relevant information may be grounds for rejection of my appeal.

Signature of Applicant: _____ Date: _____

(Unsigned applications will not be processed)

Submitted Documents (* Required): Check all that apply

☐ Attach Parking Ticket*	☐ Self-addressed Stamped Envelope*	Supporting Evidence(Optional) ☐

Mail or Hand Deliver to:

NCCU Police Department – Traffic & Ticket Office
2010 Fayetteville Street
Durham, NC 27707

NCCU-PD Use Only **Check all that apply and write in amounts.**

Has the defendant ever received a ticket for the same offense/s being appealed? ☐Yes ☐No

Number of Previous: _____ Citations and/or _____ Warnings issued. Outstanding parking fines $_____.

Appeals Committee Use Only Action Taken: ☐ **Appeal Denied** ☐ **Appeal Granted**

Reason:

Appeals Chairperson: Date:

Statement Continued…

Stipulate Specific Action Requested and Why: _____

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