

**CITY OF SIMI VALLEY
PARKING CITATION ADMINISTRATIVE REVIEW**

An Administrative Review may be requested in person, by phone, or in writing. Please be specific in explaining why you are requesting the citation be dismissed and attach a copy of the citation. If you do not agree with the findings of the Administrative Review, you may request an Administrative Hearing by depositing the amount of the parking fine with the City of Simi Valley, Department of Administrative Services, Customer Services Division, 2929 Tapo Canyon Road, Simi Valley, CA 93063, within 15 days of the date this notice was mailed.

PLEASE PRINT

Name: _____ Social Security #: _____

Address: _____ Drivers License Number: _____

City: _____ Zip: _____ Citation #: _____ Fine Amt.: _____

Vehicle License Number: _____ Date & Time Citation Issued: _____

Violation Location: _____ Violation Number: _____

Home Phone: () _____ Business Phone: () _____

Statement of Facts: _____

(If more room is needed, please attach a separate sheet of paper)

Signature: _____ Date: _____

(Results of administrative review will be mailed to you)

FOR OFFICE USE ONLY

Reviewed by: _____ Date: _____

Please Print

DETERMINATION: Respondent Liable* Respondent Not Liable Code: _____

Mailed Date: _____

***The facts above have been reviewed and the above referenced citation HAS NOT been recommended for Dismissal.**

If you wish to pursue this further, you must present this form and pay the amount of the parking fine to the City of Simi Valley, Customer Services Division at 2929 Tapo Canyon Road, Simi Valley, CA 93063, within 15 days from the mailed date indicated above. Should you have any questions regarding this matter, please call (805) 583-6736.

Signature: _____ Date: _____