



# City of Beaumont

## **INITIAL REVIEW TO CONTEST AN ADMINISTRATIVE CITATION**

**RETAIN A COPY OF THIS ORIGINAL FORM AND SUBMIT ONE FOR REVIEW**

This Request for Initial Review must be postmarked within 30 calendar days of the issuance of the citation or date posted on notice of violation for the request to be acted upon.

**Payment of fine is not required if this form is submitted on time**

In order for your request to be processed, the following information must be provided and will not be returned:

- Complete one Initial Review form for **each** citation.
- Write or print legibly. Use a ballpoint pen.
- Include a copy of the Original Citation or the Notice of Violation.
- Attach any photographs and/or any other supporting documentation that will assist the City in reviewing your citation.

**Citation #** **Code Sections Violated:**

Date and Time Issued: \_\_\_\_\_

Location/Violation Address: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Daytime Phone Number (\_\_\_\_\_) \_\_\_\_\_ Number of Violations on this Citation (1, 2, or 3):

**The reason(s) I am contesting this citation is/are (attach additional pages as necessary):**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

The City will conduct a review of your administrative citation based upon the information you provide. Your citation will either be canceled or upheld. The results of the Initial Review will be mailed to you and will also be available online at [www.pticket.com/beaumontadmin](http://www.pticket.com/beaumontadmin)

Mail to: **Adjudication Processing  
City of Beaumont  
PO Box 3926  
Tustin, CA 92781-3926**

<b><u>CITY USE ONLY:</u></b>	Violation 1 Amt Due: _____
NOTES ON BACK: <input type="checkbox"/>	Violation 2 Amt Due: _____
<b>DISP CODE:</b>	Violation 3 Amt Due: _____
<input type="text"/>	<input type="text"/>
<b>Total Amt Due:</b> _____	
<b>DATE:</b> _____	<b>BY:</b> _____