



PARKING CITATION HEARING

FEE WAIVER REQUEST

Name: _____ Phone: _____
Address: _____ Email: _____
_____ Citation Number: _____

I. HOUSEHOLD INFORMATION:

Total number of persons who occupy the household: _____

Please check ALL sources of your income.

Note: The definition of “gross (before taxes) household income” is all money and non-cash benefits, available for living expenses from all sources, both taxable and nontaxable, before deductions, including expenses, for all people who live in my home. This includes, but is not limited to the sources below.

- Wages & Salaries
- Unemployment Benefits
- Disability Payments
- Workers Compensation
- Social Security
- TANF (AFDC)
- Food Stamps
- Spousal Support
- Other Income

Total combined annual household income: _____

II. CERTIFICATION

1. The above information and statements are true and accurate to the best of my knowledge.
2. I acknowledge that this application and information in this application may be used for purposes of determining eligibility by the City or by its agents.
3. I understand that the City reserves the right to verify my household’s income at any time, and agree to provide proof of income if asked.
4. I understand that after my hearing, if my citation is upheld, the bail amount and any additional fees will be due. (You will receive a letter in the mail stating your hearing results and further information.)
5. I declare under the penalty of perjury that the information on this application is given voluntarily, and that information is true and correct to the best of my knowledge.

Registered Owners Signature _____ Date _____

**Acceptable proof of income:
(Adapted from Bellflower Municipal Code 1.12.070)**

F. To be considered for a Hardship Waiver, the application form must be completed, signed, and must be accompanied by documents that enable the City to reasonably determine the citee's present inability to deposit the fine. **Documents suitable for consideration may include, without limitation, accurate, complete, and legible copies of State and Federal income tax returns and all schedules for the preceding tax year, financial statements, loan applications, bank account records, and income and expense records for twelve (12) months preceding submittal of the waiver form, as well as other documentation demonstrating the citee's financial hardship.**

The City may, at its sole discretion, request additional documents in order to determine a citee's financial ability to tender an advance deposit of the fine. Failure to submit sufficient evidence of a citee's financial inability to tender an advance deposit of the fine shall result in a denial of the Hardship Waiver. The City may, at a time chosen in its sole discretion and after a citation is final or confirmed, destroy or discard the documents submitted by a citee for a Hardship Waiver without prior notice to the citee.

G. Failure to submit a completed and signed Hardship Waiver form, along with sufficient records that support a claim of financial hardship, shall render the request for hearing incomplete and untimely. In this event, the citee shall have waived the right to a hearing and the citation shall be deemed final.

H. The City shall issue a written decision regarding the application for a Hardship Waiver. If the Hardship Waiver is denied, then the written decision shall specify the reasons for not issuing the Hardship Waiver. That decision is final and nonappealable. The decision shall be served upon the person requesting the Hardship Waiver by First-Class Mail.

1. Approval of a Hardship Waiver shall result in the City setting a hearing pursuant to Section 40215 of the Vehicle Code.

2. If the City determines the citee is not entitled to a Hardship Waiver, then the citee shall tender the full amount of the citation fine to the City within ten (10) calendar days after the date the decision is deposited with the U.S. Postal Service. In the event the City does not receive the full amount of the fine in the required period: a) the request for a hearing is rendered incomplete and untimely; b) the citee shall have waived the right to a hearing and the citation shall be deemed final; and c) a late penalty charge shall be imposed upon the citation fine, in accordance with City Council Resolution 11.30.