

**SAN JOSE CITY / EVERGREEN VALLEY COLLEGES
REQUEST FOR INITIAL REVIEW
OF A PARKING CITATION**

“I understand that this Request for Initial Review must be postmarked within 21 calendar days of the issuance of my citation or within 14 calendar days of the mailing of the notice of delinquent parking violation for the request to be acted upon.”

**In order for your request to be processed, the following information must be provided:
PLEASE PRINT CLEARLY**

San Jose City: **Evergreen College:**

Citation#: _____ License Plate#: _____

Name: _____

Address: _____

City: _____ State: _____ Zip Code _____

I hereby request an initial review of my parking citation. The reason I am contesting this parking citation is:

(If more space is required, attach another sheet.)

I certify that the foregoing is true and correct.

Signature: _____ Date: _____

A review of your parking citation will be conducted based upon the information you provide. You must include copies of all applicable documentation relating to your appeal (i.e. permit or placard). The documentation will not be returned to you. Your citation will either be canceled or upheld. Results of the review will be mailed to you.

Mail to: Office of Parking Violations, P. O. Box 11113, San Jose, CA 95103-1113

You can check the status of your citation or pay for it online at www.pticket.com/sjeccd

You can also check the status and get more information by calling (800) 818-1832. An automated system is available 24 hours a day, 7 days a week. Customer service representatives are available on week days from 9:00 AM to 4:00 PM excluding recognized holidays at the toll free number and at the following address: 210 N. 4th Street, Suite 150, San Jose, CA 95112. (Do not mail documents to this address. Mail to the P. O. Box above)