



**Nova Southeastern University**  
**Public Safety Department**  
 3301 College Avenue  
 Fort Lauderdale - Davie, Florida 33314-7796  
 Phone: (954) 262-8999 Fax: (954) 262-3924

# PARKING APPEAL HEARING REQUEST FORM

PRINT CLEARLY

**Notice:**

**All persons have the right to appeal any Nova Southeastern University parking citation within five (5) days of receiving the citation.**

**Your appearance before the committee constitutes your only means to appeal your citation. *Failure to appear before the committee on your scheduled date and time will result in a denial of your appeal and a finding of guilty, which will be final.***

**To file an appeal:**

1. Complete this form
2. Attach a copy of the citation
3. Return this completed form with a copy of the citation attached, to the Public Safety Office in the Campus Support Building.

**Important:**

**Incomplete forms cannot be processed. Complete information will be necessary for an accurate, timely ruling. *A separate form is required for each citation.***

DATE OF APPEAL	LICENSE PLATE NUMBER	STATE	CHECK THE BOX THAT APPLIES BELOW  <input type="checkbox"/> Faculty  <input type="checkbox"/> Staff  <input type="checkbox"/> Student  <input type="checkbox"/> University School Student  <input type="checkbox"/> Other*	
FIRST NAME	LAST NAME			
STREET ADDRESS		BLDG/APT NUMBER		
CITY	STATE	ZIP CODE		
HOME PHONE #	WORK PHONE #	CELLULAR PHONE #		OTHER PHONE #
CITATION NUMBER	TIME OF CITATION	DATE OF CITATION		
LOCATION WHERE CITATION WAS ISSUED		* DESCRIPTION OF OTHER		

RECEIVED BY COMMITTEE MEMBER	DATE RECEIVED	TIME RECEIVED	
APPEAL DATE ENTERED	ENTERED BY	SCHEDULED APPEAL DATE	SCHEDULED APPEAL TIME

APPEAL DECISION DATE	COMMENTS
APPEAL DECISION	