



REQUEST FOR PARKING VIOLATION RESOLUTION REVIEW

Department of Planning and Community Development
15 Crescent Road, Suite 200 • Greenbelt, MD 20770
301-345-5417 • 301-345-5418 Fax

Complete the following (please print)

Citation (Ticket) number: _____ Date issued: _____

License Plate Number: _____ State: _____ Expires: _____

Driver's name: _____ Registered owner? Y N

Registered Owner Information: Name: _____

Street Address: _____ City: _____

State: _____ Zip: _____ Phone #: _____ or _____

Your appeal for a parking violation should be based on the following:

1. The intent of parking violation was not violated.
2. The parking violation has been incorrectly applied
3. Area where violation occurred is not marked properly

Your Rights and Requirements (Please read carefully)

1. TR 26-302 of the Annotated Code of Maryland (Transportation) states that, "the registered owner of the vehicle is presumed to be the person receiving the citation", and is therefore legally responsible for all parking citations issued thereto. A photocopy of the registration must accompany all requests.
2. You have the right to stand trial in the District Court of Maryland in Hyattsville, or have the matter reviewing by a Parking Enforcement Supervisor. Once your review request is filed, the fine is held at the original cost until a ruling is made in the matter.
3. You have 10 calendar days from the day the citation was issued to file this application for review, or notify the Police Department, (that information is on the back of the parking citation) that you wish to stand trial.
4. You will be notified by phone or letter regarding the outcome of your appeal for resolution of the parking citation. The City of Greenbelt is not responsible for undeliverable correspondences and for inaccuracies in phone numbers.
5. After a ruling is made any fine that you may have to pay must be received, or postmarked if mailed, by the due date specified by the Review Official or the District Court. Notices of failure to pay fines are sent to the registered owner.
6. Maryland Residents: Please note that failure to pay or appeal parking citations within the time required may result in having your tags being "flagged" by the Maryland Motor Vehicles Administration, preventing you the ability to renew your registration or transfer the tags or title.

