

Lakeland College

Parking Ticket Appeal Form

PROCEDURES:

All citations are assumed to be valid; however, if you believe that you were issued a citation that you do not deserve, you may appeal it. To appeal a college citation, you should fill out an appeal form found either in the Safety and Security Department or at <http://lakeland.edu/security> and return it to the Safety and Security Department within 5 business days of receiving the citation. Payment of the fine will be deferred until the student is notified. If the appeal is upheld, the citation will be cancelled. If the appeal is denied, the amount of the citation will be applied to the student's account, unless payment was already admitted. A written reply to your appeal will be mailed to you in a timely manner. Appeals may also be submitted via email to Safety&Security@lakeland.edu. The citation number MUST be on this form.

Citation Number _____ I.D. Number _____

BASIS FOR APPEAL:

Signature: _____ Name Printed: _____
E-Mail Address _____ Date Appeal Filed: _____

Date Presented to the Safety and Security Department: _____

Student Association Committee Action:

- ☐ Appeal Upheld
- ☐ Appeal Denied

Basis for Action: _____

Date: _____ Signature of Chair: _____

Date Notification Sent Out: _____