BGSU FIRELANDS STUDENT PARKING APPEAL FORM

Directions: Print and complete this document as outlined in the Parking Violation Appeal Procedure at http://www.firelands.bgsu.edu/about/maps-and-directions/parking-and-regulations.html. Submit completed forms to Budget & Operations Office, 140 Foundation Hall. Please direct questions about your account to Budget & Operations - Phone 419-372-0685.

Name: ________________________ BGSU ID# ________________________
Address: ________________________ Phone # ________________________
City __________________________ State ____________ Zip Code ____________
E-Mail Address __________________________
University Class (Select One) ______ Freshman ______ Sophomore ______ Junior ______ Senior

BGSU Decal #: __________________________ Vehicle License Plate # __________________________

Ticket Number __________ Date ______ Time ______
Ticket Number __________ Date ______ Time ______

STATEMENT CONCERNING APPEAL: Please make your statement below accurate and legible. Include any drawings you feel may be helpful. Additional sheets may be attached as needed. You must attach the original or a copy of the ticket. All appeals must be personally delivered to 140 Foundation Hall (Budget & Operations Office) within 4 days of the ticket date.

Statement:

SIGNATURE ________________________ DATE ____________

Your appeal has been reviewed and a decision made as follows:

_______ APPROVED – Your appeal has been approved and your Bursar account will be adjusted within 14 days.

_______ REDUCED – Your appeal has been reduced (see FINE AMT). Your Bursar account will be adjusted accordingly within 14 days.

_______ DENIED – Your appeal has been denied (see FINE AMT). No adjustment will be made to your Bursar account.

FINE AMT: $ ____________

SIGNATURE OF APPEALS ADMINISTRATOR

COMMENTS:

Rev. 8/25/14