



Cleveland State University

Parking & Transportation Services
Euclid Commons – East 24th & Euclid

Parking Citation Appeal Form

Complete this form and submit to the CSU Parking Services Office. Appeals must be received within the below posted time frame. Please remember to supply **all** requested information and write **neatly** to avoid delays in processing. Appeal forms may be dropped off at the Parking office at E. 24th and Euclid, mailed to CSU Parking 2121 Euclid, Cleveland OH 44115 or attached to an email and sent to ***parking@csuohio.edu***.

- **Students, Faculty, & Staff:** Seven (7) calendar days within the citation date.
- **Visitor:** Fourteen (14) calendar days within the citation date.

Appeal decisions are sent (email preferred) within 30 days from the appeal submission date. For inquiries regarding an appeal, call (216) 687-2023 or email parking@csuohio.edu. Approved appeals will result in the fine being reduced or waived and a refund check for paid citations will be mailed to the address listed on this appeal form. Denied appeals require payment of the fine in full. Denied appeals may be appealed to the Parking Appeals Committee (PAC). Appeals submitted to the PAC require additional supportive documentation. A personal appearance with the PAC may be available upon request. The decision of the PAC is **final**.

Name: _____ CSU ID: _____

Home or Campus Address: _____

Email Address: _____ Contact #: _____

Citation #: _____ Citation Date: _____

Reason for Appeal (Attach any documentation in reference to your appeal and use additional sheets of paper if more space is needed)

Signature: _____ Date: _____

OFFICE USE ONLY	Date Received _____	Date Reviewed _____
<input type="checkbox"/> Student	Disposition _____	Decision _____
<input type="checkbox"/> Faculty/Staff		
<input type="checkbox"/> Visitor	Notes: _____	
<input type="checkbox"/> Appeal <input type="checkbox"/> PAC		
Entered by (initials) _____		