

Contest a Parking Ticket

You can contest the validity of a Parking Ticket but not the fine amount. You need to do this in writing within 30 days of the ticket date. The City of Peoria provides an administrative hearing officer for you to present your case to. Cases are heard most Fridays at 9:00 a.m., at City Hall, 419 Fulton Street, Council Chambers – Room 400.

The registered owner or lessee of the vehicle listed on the parking ticket can request a hearing several ways:

- Some ticket stock contain the hearing request form
- If a separate envelope was provided with your ticket, the envelope contains the hearing request form
- Form is available in the Accounts Receivable Office, 419 Fulton Street, Room 111, Peoria, IL 61602
- Download the form below

City of Peoria resident:

Upon receipt of your completed form (located on page 2 – following), we will schedule you for the next available hearing date and will mail notification of the date to you. Be sure to bring any documentation and witnesses with you to the hearing. Failure to appear will result in a finding entered against you.

Non-City of Peoria resident:

Upon receipt of your **completed form** (located on page 3 – following), **supporting documentation** and **notarized statement** we will schedule your case for review by the hearing officer. You will be notified of the hearing officer's decision in approximately two months.

Questions concerning the hearing process should be directed to:

Parking Enforcement Coordinator
City of Peoria
419 Fulton Street, Room 111
Peoria, IL 61602
(309) 494-8520
AR@ci.peoria.il.us

City of Peoria Resident - Request for Hearing

The registered owner or lessee of the vehicle described on the citation listed below may request an administrative hearing to contest the violation by:

- Checking the box
- Completing this form
- Filing the form with
Parking Enforcement Coordinator
City of Peoria
419 Fulton Street, Room 111
Peoria, IL 61602

Form must be filed in person or postmarked no later than 30 days from the violation date.

- ☐ I am a resident of the City of Peoria, Illinois. I am also the registered owner or lessee of the vehicle described below and I am requesting an administrative hearing to contest this violation. Furthermore, I understand that I must appear on the hearing date (that I will be notified by mail), otherwise there will be a finding entered against me.

Citation/ticket #: _____ Daytime
Phone #: _____

Print
Name: _____

Current
Address: _____

Signature: _____

Non-City of Peoria Resident - Request for Hearing

The registered owner or lessee of the vehicle described on the citation listed below may request an administrative hearing to contest the violation by:

- Checking the box
- Completing this form
- Compose a statement regarding your facts and have it notarized
- Enclose any supporting documentation
- Filing the form, statement and any other documentation with

Parking Enforcement Coordinator
City of Peoria
419 Fulton Street, Room 111
Peoria, IL 61602

Form and notarized statement must be filed in person or postmarked no later than 30 days from the violation date.

- ☐ I am not a resident of the City of Peoria, Illinois. I am the registered owner or lessee of the vehicle described below and I am requesting an administrative hearing to contest this violation. By completing and filing this form along with a notarized statement regarding the citation at the above address no later than 30 days from the violation date, I am acknowledging that my personal appearance is waived and submitting to the adjudication based upon the notarized statement filed with this request and the facts contained in this citation.

Citation/ticket #: _____ Daytime
Phone #: _____

Print
Name: _____

Current
Address: _____

Signature: _____