

**PARKING TICKET DISPUTE FORM**

To dispute a parking ticket, enter a not guilty plea and bring or send the parking ticket to the Village of Cazenovia Police Department, 90 Albany St, Cazenovia, NY 13035-Attn: Sue.

To conference this matter with the Village Attorney prior to requesting a trial you may forward this form, with a written statement in the space below, as to your account of the parking violation alleged and any circumstances that you wish to bring to the Village Attorney's attention and mail to: Village Attorney, c/o Sue Dady, Village of Cazenovia Police Department, 90 Albany St., Cazenovia, NY 13035. This must be completed within one week of receipt of this notice.

At the conclusion of the Village Attorney's review of the charge, an offer by way of a consent may be forwarded to you. If you agree with the consent letter, please present your copy of the letter to the Village Court Justice Timothy A. Moore within the specified time for the agreement consented to.

If you do not agree with the consent letter, within one week of receipt please notify the Village of Cazenovia Court 315-655-4011 and a trial date will be set. They will need your name and ticket number for scheduling purposes.

Failure to follow through, complete these procedures or answer the parking ticket may result in a warrant for your arrest.

To be completed by person providing form to person disputing ticket.

TODAY'S DATE: \_\_\_\_\_ TICKET # \_\_\_\_\_ ISSUE DATE \_\_\_\_\_

**VIOLATION CHARGED**

STATEMENT OF VIOLATION AND CIRCUMSTANCES FOR DISPUTE.

Name \_\_\_\_\_ Address \_\_\_\_\_  
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If more space is needed use back of form