844-312-2926 Phone

City of Newport Beach
PO Box 33599, Tustin, CA 92781-3599

REQUEST FOR ADMINISTRATIVE REVIEW

For the quickest response time, you can submit your appeal request electronically. Go to www.pticket.com/nb. You may also view the status of your appeal at this web site at any time. Please allow 2 to 8 weeks to be notified by mail with the appeal decision letter.

Please print or type in **BLACK** ink only: A complete mailing address is required

Name: _____ Citation Number: _____

Address: _____ Vehicle License: _____

City/State/Zip: _____ Violation Date: _____

Telephone # _____ Email: _____

Explain extenuating circumstances and/or why you believe this citation was issued in error. You may submit photographs and/or other original documents to support your statement(s). Please print clearly or type in **BLACK** ink only.

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PRINT NAME: _____ SIGNATURE: _____

You may contest a parking citation by requesting an Administrative Review within 21 days of the citation issue date. Once completed, your Administrative Review form can be returned by mail to P.O. Box 3599, Newport Beach, CA 92781-3599 or dropped off at City Hall 100 Civic Center Dr, Newport Beach, CA 92660, Bay A, Customer Service Center. Please note that any original materials submitted with an Administrative Review form will not be returned. You will be notified by mail of the results. If you require additional information, contact the Parking Collections Office at (844) 312-2926.

FOR OFFICE USE ONLY:
Date Received: _____