

FOR OFFICE USE ONLY

Received by: _____

- Abatement Cost Report Administrative Citation
- Notice to Abate Abandoned Vehicle Other Admin Decision/Ruling
- Notice & Order to Abate

Date Stamp

Fee Received: _____

Cash Credit/Debit Check # _____



Request for Appeal

City of Elk Grove, Office of the City Clerk
 8401 Laguna Palms Way, Elk Grove, CA 95758
 Telephone: (916) 478-3635; Fax: (916) 627-4400

Name of Appellant: _____

Mailing Address: _____

Email: _____ Phone Number: _____

Citation # _____ Date of Citation: _____

APN # _____ Date of Inspection: _____

*ALL APPEALS: The appellant shall file with the City Clerk a request for appeal **no later than 15 days** after issuance of the notice of the violation or administrative decision being appealed. In accordance with Resolution No. 2014-209, the fee for appeals of each Notice and Order, Notice to Abate (Vehicle), Abatement Cost Report, or other staff determination eligible for appeal is \$480.00. The fees for an appeal of an administrative citation shall be the amount of the fine imposed by the administrative citation, up to a maximum amount of \$500 per citation being appealed.*

*NOTICE AND ORDER: The appellant may request an informal meeting with staff for a Notice and Order **within 24 hours** of the issuance date stated on the notice and order (EGMC 16.18.1310).*

Statement specifying in detail the grounds for the appeal (attach a copy of the decision / order / citation being appealed, append pages as necessary):

APPELLANT'S SIGNATURE

DATE FILED

Note: Fee must be paid at time request for appeal is filed.

Notice:

***This form and the information provided by the requesting party
 is a public record subject to public disclosure.***