

PARKING FINE APPEAL LETTER

To: _____

Parking Infringement Office
City Council / Parking Authority
Address Line 1
Address Line 2

Subject: Appeal Against Parking Fine / Infringement Notice

Dear Sir/Madam, I am writing to formally appeal against the parking infringement notice issued to me. I respectfully request a review and cancellation of the fine on the grounds explained below.

Personal Details

Full Name: _____
Address: _____
Phone Number: _____
Email Address: _____

Infringement Notice Details

Notice Number: _____
Vehicle Registration Number: _____
Location of Alleged Offence: _____
Date and Time of Alleged Offence: _____

Grounds for Appeal

Please consider the following reasons for this appeal. I believe the parking infringement was incorrectly issued due to one or more of the following grounds:

1. The parking signage was unclear, insufficient, or not visible at the location.
2. The infringement was issued in error due to incorrect recording of vehicle details or time.
3. There was a genuine emergency or unforeseen circumstance requiring immediate parking.
4. Payment was made for parking but not correctly processed or recorded.
5. The vehicle was legally parked in a designated area at the time of the alleged offence.
6. Other relevant explanation (please specify below).

Detailed Explanation: _____

Supporting Evidence

I have attached copies of all relevant supporting documents including photographs, receipts, and any other evidence pertinent to this appeal to substantiate my claims.

Declaration

I declare that the information provided in this appeal is true and correct to the best of my knowledge. I understand that providing false information may result in penalties under applicable Australian law.

APPELLANT'S SIGNATURE

AUTHORISED OFFICER SIGNATURE

Signature: _____

Signature: _____

Please send this appeal letter with all supporting documents to the Parking Infringement Office as soon as possible. Retain copies for your records.

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