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APPEAL OF TRAFFIC VIOLATION

TO APPELLANT: You are requested to fill out this form and return it to the Welcome Center desk in the Student Center. Your appeal will be reviewed in a timely manner and you will be notified by mail of the final decision. Vehicle owners are responsible for all traffic related fines until the student accepts responsibility by filing this appeal form. At that time, the fine will be moved from the owner to the student account. Failure to pay fines could lead to action being taken by a commercial collection agency. **APPEAL FORMS THAT ARE INCOMPLETE WILL NOT BE REVIEWED. INFORMATION IN THE BOXED AREA BELOW AS WELL AS A COPY OF THE VIOLATION MUST BE PROVIDED. APPEALS MUST BE FILED WITHIN 120 DAYS OF THE DATE OF VIOLATION.**

Violation Citation#: _____ (copy of citation must be attached; to obtain a copy, contact Public Safety at 443-412-2179)	Violation Date: _____
Name: _____	License # & State: _____
Address: _____ (include City/State/Zip)	
HCC ID # _____	Phone Number _____
Reason for Appeal: _____ _____ _____ _____	
Signature: _____	Today's Date: _____
Name of Vehicle Owner (if different than appellant): _____ (Use reverse side of form if necessary)	

ALL DECISIONS MADE BY THE APPEALS COMMITTEE ARE FINAL.