



## NOTICE OF APPEAL BYLAW ENFORCEMENT NOTICE

Please provide us with your particulars and reason(s) for appealing your infraction notice (include any copies of proof/documents to support your appeal). A supervisor will review the infraction notice, the officer's notes and your reasons for appeal. Once a decision has been made, you will be contacted by mail or telephone.

**Please note: by submitting a notice of appeal you are no longer eligible for the voluntary penalty amount indicated on your infraction notice.** If your appeal is denied, full payment or court attendance is required. If your appeal is accepted, no payment will be necessary. **Payment of the infraction will cancel the appeal process.**

### APPEAL INFORMATION

Infraction No. (BEN No.)			
Date of Infraction			
Name			
Address	Street Address	City	Postal Code
Telephone No.		Date of Appeal	

### REASON FOR APPEAL (Circumstances)


### APPEAL PREFERENCE (Please Circle)

Time of Day:	AM / PM / EITHER	Communication Method:	MAIL / PERSON / PHONE
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