California State University
SAN MARCOS

PARKING AND COMMUTER SERVICES
PARKING ADJUDICATION

ADMINISTRATIVE REVIEW - Level 1 Appeal

CVC 40215(a) An administrative review must be submitted within 21 calendar days from the citation date or 14 calendar days from the notice of delinquent citation mailing date. Administrative reviews that are received past the time frame mentioned above will not be processed.

Incomplete or unsigned forms will not be processed.

SECTION 1 : YOUR INFORMATION - PLEASE PRINT LEGIBLY

LAST NAME | FIRST NAME

STREET NUMBER | STREET NAME / PO BOX

APT. / SUITE

CITY - DO NOT ABBREVIATE | STATE | ZIP CODE

AREA CODE – PHONE NUMBER

CSUSM Status: ☐ Fac/Staff ☐ Visitor ☐ Student - ID # _____

SECTION 2 : CITATION / PLATE / PERMIT INFORMATION

CITATION NUMBER | VEHICLE PLATE NUMBER | PERMIT NUMBER

SECTION 3: STATEMENTS

Briefly explain why the citation should be reviewed for dismissal : _____

Attach all evidence/documentation that you feel will support your statement(s).

SECTION 4: SIGNATURE / DATE

I certify that the information I provided is true and correct.

Signature: _____

Date: _____

For Office Use Only

CONTACT INFORMATION

MAILING ADDRESS: Parking Adjudication, San Marcos, CA, 92096-0001

PHYSICAL ADDRESS: 333 S. Twin Oaks Valley Road, Foundation Classroom Building, Room 107-A

TELEPHONE, FAX & WEB PAGE: Voice: 760-750-7505, Fax: 760-750-3880, www.csusm.edu/parking

FOR OFFICE USE ONLY

The above information has been reviewed and resulted in the citation being:

☐ **UPHELD** ☐ **DISMISSED** Date Reviewed: _____