

Legal Department
Adjudication Division
150 W. Jefferson Street
Joliet, IL 60432
(815) 724-3794
(815) 724-3801 Fax



Hearing Date: _____

WRITTEN CONTEST OF ORDINANCE VIOLATION

To contest an ordinance violation, you must either:

- (a) appear in person on the hearing date listed on the citation, or
- (b) file this written contest with the Legal Department at 150 West Jefferson Street, Joliet, IL 60432, **five (5) days PRIOR to the hearing date listed on the citation.**

Respondent's Name: _____

Address: _____

Citation No(s): _____ Date of Offense: _____

License Plate No. (if parking/traffic citation): _____

Violation: _____ Amount Due: _____

I contest the above referenced violation(s) for the following reason(s):

*I understand that by contesting the above referenced violation by submitting this written form, I waive my right to personally appear at a hearing. I also understand that if I am found liable for the violation, **hearing costs may be added to the fine (\$25.00 for parking violations & \$50.00 for all other violations)**. I understand that this form will be reviewed by the Hearing Officer on the scheduled hearing date and I will be notified of the decision by mail. I also understand that I have 35 days to appeal the decision by filing an appeal with the Twelfth Judicial Circuit Court. Late payment fees will be assessed on any unpaid fines beginning 25 days after the determination of liability.*

Signature: _____ Date: _____

Phone No: _____