

**CITY OF OREGON**  
**REQUEST FOR PARKING CITATION ADMINISTRATIVE REVIEW**

**(ONLY FOR USE IF WITHIN A 10-DAY PERIOD OF ISSUE DATE OF CITATION)**

**CITATION #:** \_\_\_\_\_ **ISSUE DATE OF CITATION:** \_\_\_\_\_

This is a request of a local ordinance citation and does not mean the citation will be voided or not processed in the event my request is denied. I have indicated below the circumstances I feel should be brought to the attention of the officer and I am requesting this citation be voided based on those circumstances.

**COMPLAINANT MUST RETAIN THE CITATION DURING THE REVIEW PROCESS**

**NAME** \_\_\_\_\_ **PHONE** \_\_\_\_\_

**EMAIL ADDRESS:** \_\_\_\_\_

**ADDRESS** \_\_\_\_\_ **CITY** \_\_\_\_\_ **STATE** \_\_\_\_\_ **ZIP** \_\_\_\_\_

**OFFICER'S STAR #** \_\_\_\_\_ **VIOLATION** \_\_\_\_\_

**COMPLAINANT'S STATEMENT OF CIRCUMSTANCES (USE REVERSE IF NEEDED):**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**SIGNATURE** **X** \_\_\_\_\_ **DATE** **X** \_\_\_\_\_

**OFFICE USE ONLY BELOW:**

**RECORDS PLACED IN REVIEW** \_\_\_\_\_ (Date) **REVIEW COMPLETED** \_\_\_\_\_ (Date)

\_\_\_\_\_ **CITATION MAY BE VOIDED BASED ON THE CIRCUMSTANCES**

\_\_\_\_\_ **CITATION TO REMAIN IN FORCE, REQUIRING PAYMENT OR COURT APPEARANCE**

**OFFICER'S SIGNATURE** \_\_\_\_\_ **DATE** \_\_\_\_\_

**OFFICER'S COMMENTS:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Your request for review has been completed and the final disposition is indicated below:**

\_\_\_\_\_ **Request has been approved and the CITATION WILL BE VOIDED.**

\_\_\_\_\_ **CITATION TO REMAIN IN FORCE** requiring full payment within 10 days of the date below OR you may request a Circuit Court Hearing in person at the Oregon Police Department. Your court date will be assigned at that time.

\_\_\_\_\_  
\_\_\_\_\_

**SIGNATURE** \_\_\_\_\_ **DATE** \_\_\_\_\_

**Chief of Police**

**TO:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Citation # P-** \_\_\_\_\_