

Please send this form and any attachments to:
City of Diamond Bar - Citation Processing Center, P.O. Box 10479, Newport Beach, CA 92658-0479
or visit our website - www.CitationProcessingCenter.com

DIAMOND BAR CITATION PROCESSING – REQUEST FOR VIOLATION REVIEW

NAME _____ DATE _____
ADDRESS _____ HOME PHONE _____
CITY _____ STATE _____ ZIP _____ WORK PHONE _____
CITATION# _____ OFFICER ID # _____ ISSUED DATE _____
VIOLATION CODE _____ VEHICLE LICENSE # _____
REASON FOR REVIEW _____

ADMINISTRATIVE REVIEW:

Comments: _____

_____ Your request has been approved and the citation will be dismissed.
Reviewed by _____ Date _____

_____ Your request has been denied, the penalty must be paid. Failure to do so may result in late charges and withholding of your vehicle registration until such fees are paid. Send penalty with a copy of this form to: **Citation Processing Center, P.O. Box 10479, Newport Beach, CA 92658-0479**

Reviewed by _____ Date _____

VIOLATOR APPEAL:

_____ Should you wish to appeal this review, check this box and return this from **ALONG WITH A CHECK OR MONEY ORDER IN THE AMOUNT OF THE PENALTY WITHIN 15 DAYS OF RECEIPT OF THIS NOTICE.** Upon receipt of this form and the Hearing Examiner’s ruling.

YOU MAY APPEAL FOR YOUR HEARING IN PERSON OR YOU MAY SEND WRITTEN DECLARATION.

Please check the appropriate box.

_____ I wish to appear in person
_____ I wish to submit a written declaration (no appearance necessary)

If you checked the box to submit written declaration, attach to this form your explanation of the reason you wish to further contest your citation.

FOR OFFICE USE ONLY: HEARING EXAMINER REVIEW

Hearing Time: _____ Hearing Date: _____

Hearing Examiner: _____

DISPOSITION: Citation upheld _____ Citation dismissed _____

Explanation: _____

****PLEASE NOTE: Signage for the street sweeping parking regulations complies with requirements of Vehicle Code 22507.6. Therefore, lack of adequate signage does not constitute grounds for dismissal of citations.**