



2600 Woodbridge Ave ♦ P.O. Box 3050 ♦ Edison, NJ 08818-3050
 Phone: 732-548-6000
 Traffic Office: Extension 3241 or 3247 ♦ Fax: 732-321-0240



**MIDDLESEX COUNTY COLLEGE TRAFFIC APPEAL
 REQUEST FOR HEARING**

Date: _____

IMPORTANT: I Will / Will Not Appear in Person

This form is to be used by anyone wishing to appeal a College traffic summons. You may use the back of this form for additional information if necessary. Understand that this form can be read in lieu of a personal appearance. After you complete the form, you may send it to Middlesex County College's Traffic Office at the address above, fax it to the Traffic Office using the fax number found at the top of this form or bring it in person to the Traffic Office located in Police Headquarters on the College's main campus in Edison. Please include the actual summons you received or a photocopy of the summons with your submission. **If you have any questions, you may call the Traffic Office, Monday through Friday, 8:30 am until 7:00 pm.**

BE SURE TO PRINT YOUR NAME & ADDRESS CLEARLY

Failure to do so may result in your summons automatically being upheld.

Check the appropriate box:

Name: _____

Address: _____

- Student - Full Time
- Part Time
- Faculty - Full Time
- Part Time
- Staff - Full Time
- Part Time

Daytime Phone Number: _____

Night time Phone Number: _____

Location of Violation: _____

I hereby request a hearing on Summons # _____ issued to me on _____.

My reasons are as follows: _____ (Date summons issued)

 SIGNATURE OF APPELLANT

FOR OFFICIAL USE ONLY:

Appeal Board Action: Upheld Void Reduced to \$ _____ Date: _____ Chairperson Initials: _____