



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

Date: \_\_\_\_\_

**IMPORTANT:** I Will  / I 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 the Middlesex County College's Violations Bureau at the address above, fax it to the Violations Bureau using the fax number found at the top of this form, or bring it in person to the Violations Bureau 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 Violations Bureau Monday through Friday 9:30 am until 6:00 pm.**

**BE SURE TO PRINT YOUR NAME & ADDRESS CLEARLY**

**Check the appropriate box:**

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

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

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

Daytime Phone Number: \_\_\_\_\_ Evening Phone Number: \_\_\_\_\_

Location of Violation: \_\_\_\_\_

I hereby request a hearing on Summons # \_\_\_\_\_ issued to me on \_\_\_\_\_  
(Date summons issued)

My reasons are as follows:

\_\_\_\_\_  
SIGNATURE OF APPELLANT

**FOR OFFICIAL USE ONLY:**

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