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BYLAW OFFENCE APPEAL

To dispute a ticket:
1. Complete the Bylaw Offence Appeal form.
2. Attach a copy of the face of your ticket to the Appeal.
3. Disputes must be received by the Village of Pemberton within fourteen (14) calendar days of ticket issuance.
The Bylaw Offence Appeal process takes approximately two (2) weeks and the response will be mailed to the address provided on the Bylaw Offence Appeal form.

Name: _____ Phone: _____

Mailing Address: _____ Ticket No.: _____

PO BOX: _____ Date of Ticket: _____

Postal Code: _____

Reason For Appeal (Please provide full details, attach additional sheets if necessary): _____

X _____
Signature

X _____
Date

Personal information you provide on this form is collected pursuant to section 26 of the *Freedom of Information and Protection of Privacy Act* and will only be used for the purpose of addressing this Bylaw Offence Appeal. Your personal information will not be released except in accordance with the *Freedom of Information and Protection of Privacy Act*. Questions about the collection of your personal information may be referred to Sheena Fraser, Manager of Corporate & Legislative Services (sfraser@pemberton.ca or 604-894-6135).

Review Decision – Office Use Only

- The ticket has been thoroughly reviewed and has not been withdrawn.
Payment of \$ _____ is due by _____.
- The ticket has been thoroughly reviewed and our findings indicate cancellation is warranted.
- The ticket has been thoroughly reviewed and our findings indicate that the offence notice is valid as issued. However, as a *one-time courtesy* extended by the Village of Pemberton, this offence notice will be treated as a caution and cancelled.

Manager of Corporate & Legislative Services

Decision Date

The appellant has been notified in writing of the decision. Date: _____