

Appeal Form

Notice Number:

Violation Date and Time:

Instructions:

For your appeal to be considered, you must complete the following steps :

- You must fill in the notice # and violation date/time above.
- Complete the appeal form below.
- Sign and date the certification at the bottom of the appeal form.
- Mail this appeal form, postmarked within 21 days of the issue date, direct to:

Chesapeake Expressway
Violation Processing Center
168 Toll Plaza Road Suite 200
Chesapeake, VA 23322

The results of the review will be mailed to you. If you require further information, call 1-757-204-0010.

Certification of Non-Liability

The undersigned certifies that on the date of the violation the vehicle bearing the registration plate number on the Violation Notice was (check one only):

Stolen

If you allege that your vehicle was stolen at the time of the violation, you must provide a copy of the police report.

Leased or Rented to another person

Lessee/Renter Information:

Name

Driver's License Number

Address

City

State

Zip Code

(_____) _____
Phone Number

Date of lease agreement

- If the vehicle was leased or rented, you must provide a copy of the lease or rental agreement or other such contract covering the vehicle on the date of the violation with the name, address, and driver's license number of the lessee or renter, clearly legible by the appeal due date specified on the violation notice.

Failure to send such information by the appeal due date will render the owner liable for the total amount due.

Certification: To be completed for all Appeal Form Sections.

I certify that the foregoing statements are true and accurate to the best of my knowledge. I understand that if any of the foregoing statements are willfully false, I am subject to penalties pursuant to Virginia Law.

(_____) _____ - _____
Day Time Phone #

Signature

Print Name

Date