



NOTICE OF APPEAL BY-LAW INFRACTION

The City of Surrey manages parking to balance the needs of residents, commuters and visitors. The Highway and Traffic By-law, 1997, No. 13007, regulates traffic, parking and the use of highways, streets, lanes, alleys, boulevards, sidewalks, walkways, public parking areas and public land in the City of Surrey.

Please provide us with your particulars and reason(s) for appealing your infraction notice (include any copies of proof/documents to support your appeal). A supervisor will review the infraction notice, the officer's notes and your reasons for appeal. Once a decision has been made, you will be contacted by mail or telephone.

Please note: by submitting a notice of appeal you are no longer eligible for the voluntary penalty amount indicated on your infraction. If your appeal is denied, full payment or court attendance is required. If your appeal is accepted, no payment will be necessary. **Payment of the infraction will cancel the appeal process.**

APPEAL INFORMATION

Infraction No. (Ticket No.)		License Plate No.	
Date of Infraction			
Name			
Address	Street Address	City	Postal Code
Telephone No.		Date of Appeal	

REASON FOR APPEAL (Circumstances)

Should a Court appearance be necessary, the summons will be sent to the registered owner of the vehicle.

Personal Information is collected for the purposes of processing your appeal. The City of Surrey is collecting this information under s.26 (c) of the Freedom of Information and Protection of Privacy Act. For questions regarding the collection of personal information, please contact the By-law & Licensing Section at 604-591-4370.