

## CITATION APPEAL FORM

Mail to: University of Wisconsin – Madison  
Transportation Services  
PO Box 5323  
Madison, WI 53705-0323

The Citation Appeal Form must be received at the Transportation Services Office no later than 7 calendar days after the date of issuance of the citation to qualify as a valid appeal. You must also pay the citation or include a bond payment in the amount of the citation. All citations and other unpaid fees that are due to UW Transportation Services must be paid prior to applying or accepting an annual permit assignment.

Citations may be paid and appealed online at [www.wisc.edu/trans](http://www.wisc.edu/trans). Appeals submitted in writing will not be accepted without bond payment. Complete the form legibly, sign and date the form. The form must be received at Transportation Services Office within 7 days from the date the citation was issued.

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY/STATE \_\_\_\_\_ ZIP \_\_\_\_\_

CITATION # \_\_\_\_\_ LICENSE PLATE # \_\_\_\_\_

If you were using a UW permit at the time you received the citation, please photocopy the front and back of the permit and attach the photocopy to this Citation Appeal Form.

State factually and briefly the basis of your appeal in the box below. If you have supporting materials, please attach them to this Citation Appeal Form.

This is not a valid appeal unless you also pay the citation or include a bond payment in the amount of the citation.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date