

Parking Clerk  
Office of the Treasurer/Collector  
34 Broadway  
Rockport MA, 01966



Town of Rockport  
PARKING TICKET  
WRITTEN APPEAL or REQUEST FOR  
HEARING

Massachusetts General Law allows individuals to challenge the issuance of parking tickets. You may either submit an appeal in writing and receive a determination or you may request a formal hearing. The decision made for the written appeal as well as the hearing is final. You may not request a hearing after you have selected a written appeal.

I hereby **Request a Hearing in Person** for violation number \_\_\_\_\_ ,  
 Received on \_\_\_\_\_ (you will be contacted with the date and time of hearing)

I hereby submit a **Written Appeal** for violation number \_\_\_\_\_ ,  
 Received on \_\_\_\_\_ .

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ Zip: \_\_\_\_\_

TELEPHONE NUMBER: \_\_\_\_\_ REGISTRATION #: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

REASON: Be as specific as possible. Provide all documentation. (photos, maps, credit card receipt if payment issue, etc..)

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

---

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

- Use of this form is not required by law. A letter may be submitted instead as long as it includes **ALL** of the above information.
- Before mailing, please confirm that your ticket is within **21 DAYS** of the issue date. Anything received after the 21 days is considered late and may be denied. Please include a copy of the violation.