

Appeal / Hearing Process

Appeals or Hearing requests for a ticket **must** be done within **21** days from the date of the original violation in writing. Please be aware that you must **choose** between doing **either** a written appeal **or** appearing in person for a hearing. Appeals can be mailed to: P.O. Box 150 Rockport MA, 01966 or you can email them to: parkingclerk@rockportma.gov. **Once a decision is made in either case it is final.** Appeals after this 21-day period will be heard solely at the discretion of the hearing officer and may not be granted. Again, all appeals/requests must be made in writing; they may also be done online at: [Parking Ticket Appeal](#).

Please note, emailed appeal responses will come from appeals.81@parkingticketpayment.com so please watch you inbox as well as spam/junk folder.

Obstructing traffic or parking on a crosswalk or sidewalk is a violation even if it is only partial.

The following do not constitute valid reasons for dismissing a ticket:

- You did not see the NO PARKING sign or RESIDENTS ONLY sign
- You did not know that parking was restricted in that area (such as a RESIDENTS ONLY parking zone)
- You were there only for a short time
- You have never been ticketed for this violation before
- There were no other places to park
- You think that the fine is too high and can't afford to pay it

TOWN OF ROCKPORT PARKING TICKET WRITTEN APPEAL or REQUEST FOR HEARING

If mailing please send to: Parking Clerk P.O. BOX 150 Rockport MA, 01966



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: _____

Emailed response notices will come from: appeals.81@parkingticketpayment.com please remember to check your spam / junk folder as well.

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

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.

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.