



MAIL ADJUDICATION HEARING

If you receive a parking or photo enforcement ticket and wish to contest it, you may come to Adjudication Services and request a walk-in hearing. However, sometimes it may not be possible or convenient for you to come to Adjudication Services. Therefore you may contest your violation by mail or online at dmv.dc.gov.

Carefully read the instructions below and complete the form on the reverse side.

- You must respond in writing or online within 30 calendar days from the date the ticket (mail date for photo enforcement tickets) was issued to prevent your ticket fine from doubling. You must respond within 60 calendar days from the date the ticket was issued (mail date for photo enforcement tickets) or you lose your right to contest the ticket. (DMV must **receive** your response by these deadlines.)
- Send the original ticket along with your written explanation.
- If you deny the infraction, you must include factual information or evidence (i.e., vehicle registration, pictures, etc.) to support your position. Your written statement will take the place of an in-person hearing.
- Your defense to a parking citation must fall within one of the following categories:
 1. You were not the registered owner or lessee of the vehicle at the time the ticket was issued;
 2. The vehicle or its license plates were stolen at the time the ticket was issued;
 3. The relevant signs were missing or obscured;
 4. The relevant meter was broken or inoperable through no fault of yours;
 5. The stipulated facts in the ticket do not support the charge;
 6. The vehicle was suddenly mechanically disabled; provided that the vehicle was removed as soon as practicable; or
 7. The operator suddenly needed immediate medical assistance.

Mail and online adjudication is considered a hearing. You will be notified of the decision in writing by mail at your address of record. If the ticket is upheld by the hearing examiner and you wish to request reconsideration of the decision, you must do so within 30 calendar days of the hearing date. (DMV must **receive** your request by day 30.) You must submit your request for reconsideration by mail to Adjudication Services, Attention: Reconsideration, PO Box 37135, Washington DC 20013 or online at dmv.dc.gov.

Please send mail adjudication requests to:
 Adjudication Services
 PO Box 37135
 Washington, DC 20013
 Attention: Mail Adjudication

Name (Please Print)	Address	Date
Signature		

Any person using a fictitious name or address and/or knowingly making any false statement on this application is in violation of DC law and subject to a fine of not more than \$1,000 or 180 days imprisonment or both. (DC Official Code §22-2405).

