



City of Ojai

HEARING REQUEST FORM ADMINISTRATIVE REMEDIES

Any recipient of an administrative citation may contest that there was a violation of the Ojai Municipal Code, or that he or she is the responsible party, by completing this form and returning it to the City's Finance Department within 30 days from the date of the administrative citation, together with an advance deposit of the fine, or notice that a request for an advance deposit hardship waiver has been filed pursuant to Section 1-6.108 of the Ojai Municipal Code. The City will notify you by mail of the date, time and place that your contest hearing will be held.

Today's Date: _____ **Administrative Citation Number:** _____

Citation Date: _____ **Email:** _____

Name: _____ **Phone Number:** _____

Mailing Address: _____

**Violation Cited and
Being Contested:** _____

**Advance Deposit
Waiver Request:** **Filed** **Not Filed
(Check One)**

**Signature of
Recipient of
Admin. Citation:** _____

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For City Use Only:

Issuing Department: _____

Citing Officer: _____

Copies Of This Form Sent To: **Hearing Officer** **Citing Officer**