



Surf City Parking Services Managed by Pivot Parking

305 North New River Dr.
Surf City, NC 28445
Phone: 910-524-4455 or 833-467-4868 Ext. 710
Office Hours: 8:30am-5:30pm (7 Days/Week)
www.pivotparking.com

OFFICE USE ONLY
Initial/Date:
Decision:
Reason:

PARKING CITATION APPEAL FORM

Violation#: _____ Today's Date: _____

Name: _____

Address: _____

City/State/ZIP: _____

Phone: _____ Email: _____

Notes to Appellant:

- **Appeals must be filed within 72 hours (3 days) of citation issuance.**
- When the citation is in the appeals process, the current fine will **NOT** continue to escalate in amount.
- A decision will be rendered within 5-7 business days of the date the appeal was filed.
- If an appeal is accepted, the citation will be dismissed, & the appellant will be contacted by email provided on this form.
- If an appeal is denied, the citation will be upheld, & the appellant will be notified by letter in the mail or email. Ten (10) days after the denial letter is sent from our office, the fine will continue to increase in accordance with the schedule as per ordinance. Late fee fines will not be waived.
- You may send additional evidence (photos), regarding this citation to surfcityparking@pivotparking.com
- As a matter of policy, the town will not accept the following as legitimate grounds for dismissal of parking violations:
 - Lack of knowledge of the town's parking regulations
 - Conflicts of tardiness going to or returning from events or appointments
 - Inability to find a valid parking space.
 - Failure to have appropriate means of payment.

Reason for Dismissal Request:
