



## Cary Police Department Request for Hearing without Appearance Request Vehicle Related Ordinance Violations

Pursuant to Section 2.300.80(K) of the Village of Cary Municipal Code, any person who has been served a violation notice for Municipal Code violations related to parking, standing, or condition of a vehicle may contest the alleged violation in writing without appearing before a Hearing Officer.

This form must be completed in its entirety and include a statement of facts specifying the grounds for challenging the violation notice. The completed form must be received by the Cary Police Department no later than seven (7) days prior to the initial hearing date on the violation notice.

The completed form and any attachments can be returned via:

Mail: 755 Georgetown Dr., Cary, Illinois, 60013 (Attn. Records Section)  
In Person: 755 Georgetown Dr., Cary, Illinois, 60013 (Attn. Records Section)  
Email: [Records@caryillinois.com](mailto:Records@caryillinois.com)  
Fax: 847-639-2735

Personal Information			
Name		Date of Birth	
Home Address	City	State	Zip
Phone		Alt. Phone	
Drivers License #			DL State

Citation Information		
Citation #	Date of Violation	Time
Location of Violation		

Vehicle Information		
Registration	State	
Make	Model	Color

**Statement of Facts** (attach additional information if necessary)


**Certifying Statement**

Under penalties of perjury as provided by law pursuant to Section 1-109 of the Illinois Code of Civil Procedure, I certify the statements set forth in this document are true and correct, except as to matters therein stated to be on information and belief and as such matters the undersigned certifies as aforesaid that I verily believe the same to be true.

Further, by signing below, I attest I am electing to contest this citation by mail, and I waive my right to appear in person before the Hearing Officer. I understand this matter will be adjudicated by the Hearing Officer based on the certified statements and other information I provided. I understand I will receive notice of the Hearing Officer’s findings via U.S. Mail at the address provided on this form.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

For Office Use Only		
Date Postmarked	Date Received	Received By