

MATC CAMPUS PARKING CITATION APPEAL FOR *EMPLOYEES OR GUESTS*:

To appeal an MATC-issued parking citation, you must:

- complete the form below and attach to it:
 - a copy of the parking citation (not the original, which you will need if your appeal is denied)
 - a photo copy of your hangtag (employees) or parking permit (contractors/visitors)
- submit all pieces to the Parking Citation Appeals Committee at the downtown campus, or you may scan the necessary documentation and email it to ParkingAppeals@matc.edu.

The appeal will be reviewed. You will be notified via email whether or not the appeal was granted. Because the Appeals Committee meets approximately monthly, you may have to wait several weeks before the decision. If it is denied and you do not pay the citation, your automobile registration may be at risk. ***The decision of the committee is final.***

| Employee | MATC Guest | | | |
|-----------------------------------|------------|-----------|--------|-----------------|
| Name | | | Date | |
| Address | | | | |
| City | | State | | Zip |
| Email Address | | | | |
| Cosmo ID Number | | | | |
| Parking Citation Number | | | | (copy attached) |
| Campus where citation was issued: | West Allis | Oak Creek | Mequon | Downtown |
| Reason for appeal | | | | |