

**Robert Morris University  
Public Safety Department**

PARKING TICKET APPEAL  
(University Ticket Only)

Name: \_\_\_\_\_ Street: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Cell Phone #: \_\_\_\_\_ RMU Student ID #: \_\_\_\_\_

Email Address:

\_\_\_\_\_

Campus Address: \_\_\_\_\_ Campus Phone: \_\_\_\_\_

Ticket #: \_\_\_\_\_ Description: \_\_\_\_\_

Reason for Appeal: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Date of Ticket: \_\_\_\_\_ Date appeal Filed: \_\_\_\_\_

- Faculty
- Staff
- Resident Student
- Commuter Student
- Campus Vendor
- Other (i.e., visitor, guest, etc.) \_\_\_\_\_

Make of Vehicle: \_\_\_\_\_ Model: \_\_\_\_\_ Color: \_\_\_\_\_

License Plate #/State: \_\_\_\_\_ RMU Permit Number: \_\_\_\_\_

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**APPEAL PROCEDURE**

- University tickets only may be appealed through the Parking Appeals Committee.
- Fine must be paid in advance with and must be received at the Barry Center within 10 business days of the issued ticket or appeal will not be accepted.
- Failure to appeal the ticket within ten (10) days will result in the appeal not being accepted.
- The appeal will be reviewed at the monthly Parking Appeals meeting.
- The appellant will be notified of the decision in writing and the decision is final.