



Village of Hanover Park Administration

Municipal Building
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JON KUNKEL
RICK ROBERTS
EDWARD J. ZIMEL, JR.

VILLAGE MANAGER
JULIANA A. MALLER

Adjudication Non Resident Request For Hearing

Residents of Hanover Park have the right to contest any local adjudication ticket at an administrative hearing. **Non-Residents** of Hanover Park have the right to contest violations at an administrative hearing **OR** by completing the "nonresident request for hearing" form and submitting it in person or by mail. Please note that when filing the "nonresident request for hearing form, it shall be fully completed, signed and submitted to the Hanover Park Traffic Compliance Administrator postmarked within 10 days of issuance of the violation notice.

In order to state a valid defense supporting dismissal of the violation it is recommended that you review the village ordinance cited in the violation as well as adjudication procedures pursuant to Village ordinance 62-20-012.

Grounds for Administrative Hearing:

- A. A person charged with a parking or compliance violation may contest the merits of the alleged charge at any administrative hearing limited to one or more of the following grounds with appropriate evidence to support.
1. That the respondent was not the owner or lessee of the cited vehicle at the time of the violation.
 2. That the cited vehicle or its state registration plates were stolen at the time the violation occurred.
 3. That the facts alleged in the parking or compliance violation notice are inconsistent or do not support a finding that the specified code section was violated.
 4. That the illegal condition described in the compliance violation did not exist at the time the notice was issued.

Once the nonresident request for hearing form is submitted to contest the violation the hearing officer will make an adjudication based upon a review of the facts set forth in the nonresident request for hearing form as well as factual allegations contained in the violation notice. Notice of the hearing officer's determination shall be served upon the nonresident via first class mail, postage prepaid, addressed to the nonresident at the address set forth in the statement of facts. Service of the notice shall be completed on the date the notice is placed in the U.S. Mail.

PLEASE NOTE: PER ORDINANCE, UPON FINDING A PARTY LIABLE FOR THE CHARGED VIOLATION COSTS IN THE AMOUNT OF \$100 SHALL BE ASSESSED AGAINST THE PARTY IN CONJUNCTION WITH THE COST OF THE TICKET.

Village of Hanover Park Request for Hearing, Non-Resident / Non-Appearance Form Adjudication / Animal / Local Ordinance Violations

Any person who has been served a violation notice for any adjudicated local ordinance violation may contest the alleged violation on its merits without personally appearing before a Hearing Officer. (Ord. 62-20-012)

This form must be completed in full including a certified statement of facts specifying the grounds for challenging the violation notice. The request will be adjudicated by the Hearing Officer at the next available Administrative Hearing date. You may include any supporting documents or photos to support your claim. Return this form along with any other documents and evidence to support your claim to:

Village of Hanover Park
Attn: Traffic Compliance Administrator
2121 Lake Street
Hanover Park, IL 60133

Citation Number:	<input type="text"/>	Date of Violation:	<input type="text"/>
Time of Violation:	<input type="text"/>	Location:	<input type="text"/>
Vehicle Registration:	<input type="text"/>	Vehicle Make:	<input type="text"/>
Fine Amount:	<input type="text"/>	Due Date:	<input type="text"/>
Name of Owner:	<input type="text"/>		
Address of Registered Owner:	<input type="text"/>		
City:	<input type="text"/>	State:	<input type="text"/>
		Zip:	<input type="text"/>

Defenses to Violations are:

1. That the respondent was not the owner or lessee of the cited vehicle at the time of the violation.
2. That the cited vehicle or its state registration plates were stolen at the time the violation occurred. **(Proof must be submitted)**
3. That the facts alleged in the parking or compliance violation notice are inconsistent or do not support a finding that the specified code section was violated.
4. That the illegal condition described in the compliance violation did not exist at the time the notice was issued.

STATEMENT OF FACTS

I acknowledge that my personal appearance is waived and that I am submitting to adjudication based upon the certified statement filed by me and that the facts contained in the violation notice. **You may include other documentation and evidence to support your claim.**

Under penalties as provided by law for false certification pursuant to 735 ILCS 5/1-109 of the Code of Civil Procedures and Perjury, the undersigned certifies that the statements set forth in the instrument are true and correct.

Signature

Date

Name Printed