

Date: _____ Important: ☐ I Will ☐ I Will Not appear in person.

The purpose of this form is to provide a mechanism to appeal traffic and parking summonses received while on the Middlesex College Edison campus. Appeals must be submitted within 14 days of ticket issuance date to be considered. This form will be read on your behalf should you choose not to appear in person at the traffic appeals hearing. Complete this form in its entirety and submit to the Police Department in Gateway, emailed to MCPD@middlesexcc.edu, or faxed to 732.321.0240.

Appeals will be reviewed by the Middlesex College Traffic Appeals Board. Please include the original or photocopy of the summons received with the submission stating the basis for the appeal. You may provide any proof, photographs, or documentation that you believe may help your appeal.

Print your name and address clearly:

Name: _____ Daytime phone number: _____

Address: _____

Location of Violation: _____

I hereby Appeal Summons Number: _____ issued on: _____
Date summons was issued**My reason is as follows:**

Signature**For Official Use only:**Action: ☐ Upheld ☐ Void

Date: _____ Initials: _____

Middlesex College – Police Department
2600 Woodbridge Avenue, Edison, NJ 08818-3050
T: 732.548.6000 ext 3241 or 3247 ■ F: 732.321.0240