

**City Administration Office**

10890 San Pablo Ave  
El Cerrito, CA 94530  
www.el-cerrito.org

Main: (707) 215-4305



Request for Hearing re Citation

City Clerk  
El Cerrito City Council  
10890 San Pablo Avenue  
El Cerrito, California 94530

RE: Citation No. \_\_\_\_\_  
Person/Entity Cited: \_\_\_\_\_  
Date of Citation: \_\_\_\_\_

I hereby request a hearing before the designated City Hearing Officer to contest the above referenced Citation. The reason(s) for contesting the Citation are as follows:

- The code section(s) referenced in the Citation was/were not violated.
- The recipient is not responsible for the violation(s).
- The violation(s) was/were corrected prior to the deadline specified in the Citation (or as extended) and therefore the Citation should not be (or should not have been) recorded and/or the administrative penalty imposed should not have taken effect.
- The administrative penalty imposed by the Citation is excessive or not justified.
- Recordation of the citation should not occur as to the real property described in the Citation.

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

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

Signature: \_\_\_\_\_

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To be completed by the City Clerk office only.

A deposit in the amount of \$ \_\_\_\_\_ has been provided to the City Clerk at the time of filing this request.

An Advance Deposit Hardship Waiver is requested, an application for which is attached.

Request for hearing received by: \_\_\_\_\_