



**VILLAGE OF BARTLETT
REQUEST FOR A LOCAL ADJUDICATION
HEARING DATE**



**THIS FORM MUST BE COMPLETED, POSTMARKED AND MAILED OR DELIVERED TO
THE BARTLETT POLICE DEPARTMENT, 228 S. MAIN STREET, BARTLETT, IL 60103
BEFORE THE DUE DATE ON THE PARKING OR COMPLIANCE CITATION**

- Contest a Citation in Writing (Waive Your Right To an In-Person Hearing)
- Contest a Citation in Person (Attend a Local Adjudication Hearing)

TODAY'S DATE: _____ **CITATION NUMBER:** _____

CITATION ISSUANCE DATE: _____ **CITATION DUE DATE:** _____

NAME _____ **PHONE** _____

EMAIL ADDRESS: _____

ADDRESS _____ **CITY** _____ **STATE** _____ **ZIP** _____

OFFICER'S STAR # _____ **VIOLATION** _____

LOCATION OF OFFENSE _____

ONLY COMPLETE THIS PORTION IF YOU SELECT THE "CONTEST A CITATION IN WRITING" OPTION ABOVE

PLEA (circle one): **LIABLE** **NOT LIABLE**

STATEMENT/TESTIMONY (Use reserve side if needed):

Copies of documentation attached? **YES** _____ **NO** _____

I swear that the above is a true and accurate statement. I understand that I have waived my right to an in-person local adjudication hearing appearance and that the hearing officer will make his/her decision with the statement/testimony and any documentation that I provided. I also understand that the hearing officer's decision is final and you have the right to appeal his/her decision by filing for judicial review under the provisions of the Illinois Administrative Review Law (735 ILCS 5/3-101, et seq.).

Signature

You have been assigned the following Local Adjudication Hearing Date:

HEARING DATE: _____ **TIME:** 4:30

PLACE: Village Of Bartlett, Council Chambers, 228 South Main Street, Bartlett, IL 60103

FOR INTERNAL USE ONLY

RECORDS: COURT DATE ASSIGNED BY: # _____	LA DATABASE UPDATED BY: # _____	OCCURRENCES <input type="checkbox"/>
LA CHECKLIST DONE BY: # _____	VERIFIED CASE IS COMPLETE FOR HEARING BY # _____	FINDINGS DB
UPDATED BY # _____	FILED BY # _____	