

# THE CORPORATION OF THE TOWNSHIP OF SPALLUMCHEEN

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File#: \_\_\_\_\_

## MUNICIPAL TICKET INFORMATION DISPUTE FORM

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

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

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

Telephone #: \_\_\_\_\_

Description of Offence: \_\_\_\_\_

Date of Offence: \_\_\_\_\_

Date of Dispute: \_\_\_\_\_

Reason for Dispute: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature of Disputer: \_\_\_\_\_

Witness: \_\_\_\_\_

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

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

## HOW TO DISPUTE A MUNICIPAL TICKET

- A Municipal Ticket must be disputed within **14 days of the Date of Service** shown on the face of the ticket, otherwise the Ticket Holder will be deemed to have pleaded guilty to the offence charged and the fine amount will become immediately payable.
- A separate **Notice of Dispute** must be filled out for each Municipal Ticket issued.
- The Notice of Dispute must contain the **Ticket Number**, the full **Name and Address of Disputer**, the **Date of Offence** and the **Bylaw Name and Section** of the offence.

***If these details are not provided in full, the Notice of Dispute may not provide sufficient information, and the Disputer may be deemed not to have disputed the described offence.***