

**NOTICE OF APPEAL**  
**RE Notice of Violation, Order to Correct, and**  
**Notice of Assessment of Civil Fines and Penalties**

I, \_\_\_\_\_, am the  Owner:  Tenant/Lessor  Occupant  
[print name]

of the property located at: \_\_\_\_\_,  
[physical address]

APN \_\_\_\_\_. I hereby **appeal** Citation No. \_\_\_\_\_, dated \_\_\_\_\_.

**CHOOSE ONE:**

No administrative penalty should be imposed. The facts supporting this are [*fill in below or attach a separate statement*]:

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

An administrative penalty of a different amount is warranted. The facts supporting this are [*fill in below or attach a separate statement*]:

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

**CHOOSE ONE:**

I am represented by an attorney, the attorney's name and mailing address for receiving notice of any additional proceeding or any order relating to imposition of the administrative penalty is as follows:

_____ (Name)	_____ (Phone Number)	
_____ [P.O. Box or Street Address]		
_____ [City]	_____ [State]	_____ [Zip Code]

I am **not** represented by an attorney, my mailing address for receiving notice of any additional proceeding or any order relating to imposition of the administrative penalty is as follows:

_____ (Name)	_____ (Phone Number)	
_____ [P.O. Box or Street Address]		
_____ [City]	_____ [State]	_____ [Zip Code]

**CHOOSE ONE:**

- Attached is payment of the applicable appeal fee.
- I am requesting an exemption from payment of the appeal fee pursuant to Trinity County Code section 8.90.170 (undue financial hardship). The facts supporting this request are explained in a separate statement, which I have attached.

DATED: \_\_\_\_\_, 20\_\_

\_\_\_\_\_  
[Appellant's Signature]