

BLACKSBURG POLICE DEPARTMENT

NOTICE

If you have received a parking ticket in the Town of Blacksburg you have two options available to you:

1. You may pay the ticket at the Finance Office located at the Municipal Building at 300 South Main Street, or mail the ticket and payment to the Town of Blacksburg at Post Office Box 90003, Blacksburg, Virginia 24062-9003.
2. You may contest the charge in the General District Court of Montgomery County. If you choose this option, you must complete both sides of this form, within 25 days from the date the ticket was issued and return it to the Blacksburg Police Department at 200 Clay St. S.W. Once this option is selected, the ticket and all processes become a matter for the Court to decide and is one in which the issuing officer and his/her Department have no control. Any questions about fees associated with the Court should be directed to the General District Clerk's Office at 55 Main Street, 3<sup>rd</sup> Floor, Christiansburg, VA 24073 or by calling 540 394-2086.

Note: No Town of Blacksburg late fees will be assessed for any ticket disputed by executing this form within the required 25 day period.

Acknowledged:

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Printed Name

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Signature

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Date

PARKING TICKET DISPUTE FORM  
REQUEST FOR HEARING

TO: Montgomery County General District Court  
55 East Main Street 3<sup>rd</sup> Floor  
Christiansburg, VA 24073

Date: \_\_\_\_\_

I hereby request a hearing date to be set for: (Please print)

\_\_\_\_\_  
Parking Ticket Number

\_\_\_\_\_  
Full Name

\_\_\_\_\_  
Street Address (No P.O. Box)

\_\_\_\_\_  
City

State

Zip

\_\_\_\_\_  
Telephone Number, Including Area Code

\_\_\_\_\_  
Social Security Number

Driver's License Number

State

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Witness

Date