

## **HOW TO CONTEST A TICKET**

**NEITHER THE ISSUING OFFICER NOR THIS AGENCY CAN VOID A TICKET**

### **PARKING TICKET:**

Anyone wishing to contest a parking ticket must notify the court in writing to request a hearing. Your letter must include:

- Your Name
- Your Address
- Your Phone Number
- Ticket Number
- Ticket Date
- Issuing Officer Name & ID
- Specific Offense
- Copy of the Ticket

After the Court receives your written request, a date and time will be set for your hearing. On the specified date, both you and the officer will appear in Court. Each of you will be allowed to give testimony regarding the circumstances under which the ticket was issued. The Court will then give a ruling. If the Court finds in favor of the officer, you will be required to pay the amount of the original ticket plus court costs and fees. If the Court finds in your favor, you do not have to pay anything. Send all correspondence to:

**Justice of the Peace Court #2  
35252 Hudson Way  
Rehoboth Beach, DE 19971  
302-645-6163**

### **TRAFFIC TICKET:**

Anyone wishing to contest a traffic ticket must follow any **instructions on the ticket**. Note that instructions for the Voluntary Assessment Center are different than those for the Justice of the Peace Court. In all cases, you must notify the VAC or the Court prior to the due date written on the ticket.