

**HOW TO CONTEST A
PARKING TICKET**

NEITHER THE ISSUING OFFICER NOR THIS AGENCY CAN VOID A TICKET

Anyone wishing to contest a parking ticket must notify the Fenwick Island Police Department in writing within **10 days** from date of issue to request a hearing. You can find the "Parking Violation Request for a Hearing" form at the Police Dept. or on the Town of Fenwick Island website at www.fenwickisland.delaware.gov.

If written request is not submitted within the 10 days allotted, the right to appeal is forfeit. All fines double on the 14th day.

After the FIPD receives your written request, it will be forwarded to the court where a date and time will be set for your hearing. You will be notified by letter from the court once date is set. On the specified date, both you and the issuing officer will appear in Court at:

**The Justice of the Peace Court 2
16283 Willow Creek Road, Bldg. #5, Lewes, DE 19958
(302) 645-6163**

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:

**Fenwick Island Police Department
800 Coastal Highway
Fenwick Island, DE 19944
Attn: Police Clerk
302-539-2000**