



**City of
Santa Clara**
The Center of What's Possible

REQUEST FOR HEARING FORM
(Please type or print)

In the Matter of a Proceeding Before the City of Santa Clara re:	Case #: _____
Name: _____	— Request for Hearing accompanied by advance deposit of penalty amount [1.10.060]
Mailing Address: _____ _____	
Phone Number: _____ (optional)	— Request for Waiver of Posting of Administrative Penalty Because of Financial Hardship [1.10.070]
Citation No. _____	
Violation(s) Desc.: _____	
Violation Address: _____ _____	
Date Issued: _____	

I, _____, request a hearing concerning the administrative citation issued in this matter for the following reasons

Executed at: _____, California on _____, 20____

Signature

PLEASE NOTE: If your citation is upheld by the Hearing Officer, you may be assessed administrative costs, which may include any and all costs incurred by the City in investigating and commencing administrative proceedings for the violation as well as any and all costs incurred by the City in connection with your hearing. Depending upon the violation, you also may be required to pay restitution. SCCC § 1.10.120.

If any special assistance is needed, such as an interpreter or accommodation due to a disability, please notify the City Clerk at the time the Request for Hearing is filed.

For further information, contact the City Clerk's office at 1500 Warburton Avenue or call (408) 615-2220.