



How to Appeal a Civil Ticket

1. Obtain a Civil Ticket Appeal Form

- Download [Appeal Form](#) from website.
 - www.clevelandohio.gov/city-hall/departments/building-housing/forms-resources
- Call 216-420-7625 to request a form be mailed to you.

2. Fill Out the Appeal Form



CITY OF CLEVELAND
Mayor Justin M. Bibb

Statement of Appeal of Notice of Civil Offense

Ticket ID # _____ *Date Notice Issued:* _____
Property Address: _____
Property Owner: _____ *Phone #* _____
Owner Address: _____ *Email Address:* _____
Applicant Name: _____ *Applicant #* _____
Applicant Address: _____ *Applicant Email:* _____

I appeal the Notice of Civil Offense issued to me on the following grounds. I am attaching evidence in support of my appeal.

3. Select an Appeal Option

1. Decide Appeal based on evidence submitted with the form
 - You will receive the decision after the appeal is filed.
2. Request a Virtual Hearing
 - You will be emailed a date, time, and a link to join the virtual hearing room.
3. Request an In-Person Hearing
 - Availability limited. You will be notified by mail of the date and time of hearing.

Failure to appear at a hearing will result in a decision based on submitted evidence.

4. Sign and Submit the Form

- Email form and evidence to CivilAppeals@clevelandohio.gov
- Mail form and evidence to:

City of Cleveland Building and Housing Department / Civil Appeals
601 Lakeside Avenue E, Room 510
Cleveland, OH 44114