



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

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*(Add additional pages if needed)*

Submit this form & supporting documentation via email to [civilappeals@clevelandohio.gov](mailto:civilappeals@clevelandohio.gov) or in person at room 510, Cleveland City Hall, 601 Lakeside Ave E, 44114

**\*\*Upon receipt of your completed “Notice of Appeal of Civil Offense” form, the Department of Building and Housing will send, by email and regular mail, a notice of hearing letter, informing you of the date and time of your hearing, and providing login information for the hearing, which will be held using Zoom or similar software. (If you are unable to participate in a Zoom hearing, please contact the Department of Building and Housing at 216-664-4365).**

**\*\*You may submit additional evidence up seven (7) days before your scheduled hearing. You are encouraged to submit any evidence as early as possible and it could result in a favorable decision being made before your scheduled hearing.**

Name \_\_\_\_\_ Signature \_\_\_\_\_