DIVISION OF POLICE
CLEVELAND, OHIO
DIVISIONAL INFORMATION

DIST./BUR. ZONE/UNIT 20

EXAMINED BY RANK 20

FROM TO

SUBJECT Voided Minor Misdemeanor Citation, Parking Infraction Notice or Uniform Traffic Ticket

COPIES TO Commanding Officer, Bureau of Traffic (original ticket & Form-1), Data Processing Unit (copy of ticket & copy of Form-1), Unit Files

Sir:

On while assigned to

Month / Day / Year Car / Beat / Post

The following:

☐ Minor Misdemeanor Citation  
(Enter Single Ticket Number or Beginning and Ending Book Number)

☐ Parking Infraction Notice  
(Enter Single Ticket Number or Beginning and Ending Book Number)

☐ Uniform Traffic Ticket  
(Enter Single Ticket Number or Beginning and Ending Book Number)

entered under ID# must be voided for the following reason:
(Reasons such as handicapped, delivery vehicle, broken meter, etc. cannot be voided by the issuing officer and must be adjudicated by an Ex-Parte Hearing)

☐ Damaged
☐ False information by defendant
☐ Lost Citation, Notice or Ticket
☐ Officer took leave of absence or is separated from the Division of Police
☐ Writing error (i.e. officer wrote the wrong plate or violation #) explain:

Respectfully,

________________________________________

Reviewed by _____________________________ Date ______________