



## WEATHERSFIELD TOWNSHIP ADMINISTRATIVE HEARING REQUEST FORM

Under Ohio Law, ORC 4511.099, you have the right to contest a civil violation by attending an Administrative Hearing. To request a hearing, please fill out the information &

### Mail or Fax This Form To:

**WEATHERSFIELD TOWNSHIP**  
Administrative Hearing Department  
3903 Volunteer Dr., #400  
Chattanooga, TN 37416  
**Fax: (423) 702-4404**

*\*You will be notified by email (if supplied) or United States Postal Service of your hearing date.\**

Person Requesting Hearing: *Required*

Notice #: (Top Right Hand Corner of Violation) *Required*

Address: *Required*

Email: *Will respond via Email if supplied or by USPS.*

State, Zip Code: *Required*

Phone #: *Required*

Post Mark Date (On Envelope): *Required*

Date Received: *Required*

*\*If the name from this form does not match the vehicle registration info, THIS FORM WILL BE DENIED.\**  
*Company vehicles are the only exception. You may not request a hearing on someone else's behalf*

In accordance with **ORC 4511.099(B)(3)**, if the person who requested the administrative hearing fails to appear at the hearing, the hearing officer shall determine that the person is liable for the violation.

Under **ORC 4511.099(E)**: If the hearing is requested by a person who is identified by affidavit of the registered owner as the person operating the vehicle at the time of the violation, both the registered owner and the identified person must attend the hearing.

If you have questions regarding the hearing, or the hearing procedure please call **1.855.252.0086** or send an email to [info@violationpayment.net](mailto:info@violationpayment.net)

*For Departmental Use Only (Do Not Write Below the Line Above)*

Date Received: \_\_\_\_\_

Received by: \_\_\_\_\_

Hearing Date Scheduled: \_\_\_\_\_

Date Notice Sent to Above Named Party: \_\_\_\_\_