



SMITHVILLE POLICE DEPARTMENT

ADMINISTRATIVE HEARING REQUEST FORM

Under Tennessee State Law, the registered owner has 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:
Smithville Police Department
Administrative Hearing Department
PO Box 19207
Chattanooga, TN 37416
Fax: (423) 702-4404
Email: Hearings@violationpayment.net

You will be notified by United States Postal Service of your hearing date.

Person Requesting Hearing: **Required**

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

Address: **Required**

Email: **Will respond via USPS.**

City, State, Zip Code: **Required**

Phone #: **Required**

Post Mark Date (On Envelope): **Required**

Date Received: **Required**

***The OWNER of the registered vehicle may contest through an Administrative Hearing. ***

Please be advised that court dates are scheduled approximately 30-60 days after the request is received. And a court fee of \$100 may be assessed at 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

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: _____