



Name: _____ **Email Address:** _____

Address: _____ **Phone Number:** _____

Ticket #: _____ **Date of Issue:** _____ **License Plate:** _____

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Signature: _____ **Date:** _____

Review Form Accepted By: _____ **Location:** _____

For Office Use Only:

Ticket to be cancelled: _____ Yes _____ No
Remarks by issuing officer/reviewer:
Officer/Reviewer Signature: _____ Badge #: _____ Date: _____

In accordance with Section 485 of the Municipal Government Act (MGA), any personal information collected on this form will only be used by municipal staff and, if necessary, individuals and/or organizations under service contract with the Halifax Regional Municipality for purposes relating to processing this Parking Ticket Enforcement Request for Review.

If you have any questions about the collection and use of your personal information, please call 311 or e-mail contactus@311.halifax.ca.

01 – No Parking (s.143 (1))

You can dispute a ticket for parking in a No Parking zone in the following circumstances:

- If the vehicle is a delivery or service vehicle. Your dispute must include a receipt, invoice, or work order, including date, time, and location or civic address.
- If your vehicle was broken down. Your dispute must include a receipt for repairs or for towing.

05 – Parking during Winter Ban (4a)

You can dispute a Winter Parking Ban ticket in the following circumstances:

- If you are a physician or surgeon parked reasonably near your office or residence and immediately available for professional calls or parked reasonably near where you are engaged in professional duties. Your dispute must include a letter from your employer, on organizational letterhead, confirming that you were actively engaged in your duties.
- If you are Police Officer, a member of the Canadian Armed Forces Military Police, or a member of the Halifax Regional Fire Service actively engaged in duties. Your dispute must include a letter from your employer, on organizational letterhead, confirming that you were actively engaged in your duties.
- If your vehicle was stopped in this zone so you could actively engage in loading or unloading.
- If the vehicle is a taxi and parked at a taxi stand. Your dispute must include evidence that you were on-call (EG: a schedule, etc.).
- If the vehicle belongs to a public utility company or corporation parked reasonably near the residence of an operator and immediately available for emergency calls. Your dispute must include a letter from your employer, on organizational letterhead, confirming that you were actively engaged in your duties.

13 – Private Property (s.149(1))

To dispute a ticket issued on private property, an authorized representative of the property (EG: property owner, property manager) must provide written authorization, on organizational letterhead, requesting the ticket be cancelled.

27 – Accessible Parking Zone (s. 145(3))

Your dispute must include your valid accessible parking permit number.

20 – Accessible Zone Private Property (s.145(4))

To dispute a ticket issued for parking in an accessible parking zone on private property, an authorized representative of the property (EG: property owner, property manager) must provide written authorization, on organizational letterhead, requesting the ticket be cancelled, along with confirmation of the valid accessible parking permit number.

28 – Fire Lane (s. 150(2))

If you are ticketed for parking in a fire lane that has not been approved by the Municipality, your dispute must include a letter from the property owner confirming you were authorized to park there. Disputes for parking in an approved fire lane cannot be accepted, as this is strictly prohibited.

42 – Pay Station Violation (13)(b)(2)

You can dispute a ticket for a pay station violation in the following circumstances:

- If the vehicle is registered with the Department of National Defence (correct license plate or pass) and on duty.
- If the vehicle is a delivery or service vehicle. Your dispute must include a receipt, invoice, or work order, including date, time, and location or civic address.
- If the vehicle was actively engaged in loading/unloading activity for no longer than 30 minutes.
- If there was no zone letter indicated on the ticket.