



## NOTICE OF APPEALING FINE

House Form 1021 (08/22)

OFFICE OF THE SERGENAT-AT-ARMS

Pursuant to HCC § 2-1-5 (Public Law 221-13, Section 3)

**Return Completed Form To:**  
Room W100 : Clerk of the House

**PURPOSE OF FORM:** If you have been issued a ticket by the House, you have the right to appeal the fine within ten (10) days from the date of issuance. **You will have thirty (30) days from the date of submitting this notice to submit all evidence and documentation to the Sergeant-at-Arms.** The Sergeant-at-Arms will make a final decision within ten (10) days after all documentation is submitted by you. The decision made is final.

|  |  |  |                  |
|--|--|--|------------------|
| Your Name:   |  | Are you a Member of the House?<br><input type="checkbox"/> Yes <input type="checkbox"/> No   |                  |
| Ticket Number (No.):   | Class Issued:<br><input type="checkbox"/> Infraction (INFR) (HCC § 2-2-2)<br><input type="checkbox"/> Misdemeanor (MIS) (HCC § 2-2-3)<br><input type="checkbox"/> → Class C <input type="checkbox"/> → Class B <input type="checkbox"/> → Class A<br><input type="checkbox"/> Felony (FEL) (HCC § 2-2-4)<br><input type="checkbox"/> → Class D <input type="checkbox"/> → Class C <input type="checkbox"/> → Class B<br><input type="checkbox"/> → Class A<br><input type="checkbox"/> Other |  | Point(s) Issued: |
| <p>★<br/>If you choose to have documentation submitted, you will have a max of 30 days to do so. After 30 days, we will make a decision within 10 days, hence giving a max of 40 days for a decision. If you do not have documentation, we will make a decision within 10 days from the date of this notice being received. Please note your 30 days may be shorten if there is no additional documentation to submit.</p> |  | Amount Issued:   |                  |
|  |  | <p>Will you be submitting documentation with this appeal? ★<br/><input type="checkbox"/> Yes → Shall have up to 40 days<br/><input type="checkbox"/> No → Shall have up to 10 days</p> <p>★ It shall be unlawful for the Petitioner to purposefully provide false information in order to extend the amount of time before a decision is made.</p> |                  |
| Date of Issued Ticket:   | Today's Date:  | Is your appeal within ten (10) days from the date the ticket was issued? (HCC § 2-1-5(a)) <input type="checkbox"/> Yes <input type="checkbox"/> No   |                  |
| Reason Appealing   |  | <u>DATE RECEIVED BY SERGEANT-AT-ARMS:</u>  |                  |
| Signature  |  |  |                  |