



**Request for Hearing**

Form 1

**Language Requirements**

All hearings will be held in English.

I am more comfortable speaking the \_\_\_\_\_ language.  
(Leave blank if inapplicable)

You may bring your own interpreter or use an over-the-telephone interpretation service at the hearing.

**Accessibility Accommodation**

I require an accessibility accommodation.

We are committed to providing inclusive, barrier-free facilities and services as required in the City of Toronto's Human Rights and Anti-Harassment/Discrimination Policy, the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act. If you require an accessibility accommodation in order to be able to fully participate in any part of the hearing process, please contact our Accessibility Coordinator as soon as possible at **tribunalaccess@toronto.ca** or **416-338-3412**.

Visit **www.toronto.ca/aps** for a list of hearing facility accessibility features.

**Authorized Agent/Representative Information**

I am authorized to act on behalf of the Vehicle Plate Owner identified on the above Parking Violation Notice.

Yes  No I will be attending the Hearing on behalf of the Vehicle Plate Owner.

First Name

Last Name

Check this box if First Name and Last Name do not apply to you because you have either a registered Birth Certificate or Change of Name Certificate bearing a Single Name. Provide your name below.

Single Name

Street Number	Street Name	Suite/Unit Number
City/Town	Province	Postal Code
Telephone Number (Daytime)	Email	

I certify that I have written authorization from the Vehicle Plate Owner to act as a representative with respect to this request on his or her behalf and I understand that I may be asked to produce this authorization at any time.

I am a licenced lawyer or paralegal with the Law Society of Upper Canada (LSUC).

**LSUC Number:**

**Declaration and Authorized Signature**

I certify that all information provided in this application is accurate.

Signature

Date (yyyy-mm-dd)

Every person who makes an assertion of fact in a statement, document or form under Chapter 610 of the Toronto Municipal Code or before a Screening Officer or Hearing Officer knowing that the assertion is false or misleading is guilty of an offence under the City of Toronto Act, 2006 and upon conviction is liable to a minimum fine of not less than \$500.00 and a maximum fine of not more than \$100,000.00.

**Filing Instructions**

**Online** at **www.toronto.ca/aps**,

**Hand deliver** the completed application within 15 days to one of the following Screening Offices at:  
Metro Hall, 55 John Street, 3<sup>rd</sup> Floor, Toronto, or  
North York Civic Centre, 5100 Yonge Street, Main Floor, Toronto

Or **email** your completed application within 15 days of the Screening Officer's decision, to **apt@toronto.ca**

**Note:** Completed applications are not accepted by fax or mail.