

Motion to Set Aside Decision

For more information, email apt@toronto.ca or call 416-338-3412.

The information collected on this form is considered to be a public record. The legal authority to make the information public is City of Toronto Act, 2006, Ontario Regulation 611/06, Administrative Penalties, and Toronto Municipal Code, Chapter 610, Penalties, Administration of, §610-1.2.E. As stated at Section 27 of the Municipal Freedom of Information and Protection of Privacy Act, the privacy provisions at Part 2 of the Act do not apply to any information collected on this form.

Questions about this collection can be directed to the Manager of Tribunal Operations, Court Services, 40 Orchard View Boulevard, 2nd Floor, Suite 253, Toronto, Ontario M4R 1B9 or by telephone at 416-338-3412

Parking Violation Notice Number

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Vehicle Plate Owner Information

First Name		Last Name	
<input type="checkbox"/> 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	

Reasons for Application

I request to have the decision of the Administrative Penalty Tribunal set aside, and that I be granted a new hearing.
 I was unable to attend, or be represented, at the time place scheduled for my hearing through **no fault of my own** because:

Motion to Set Aside Decision

Form 11

Original Hearing Date

I was deemed to have abandoned my request for review, and the decision of the Screening Officer was upheld on

Hearing Date (yyyy-mm-dd)

Hearing Time (hh:mm)

Declaration and 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

Deliver the completed application within 20 days of the Hearing Officer's decision, to the Administrative Penalty Tribunal by e-mail at apt@toronto.ca.