



**CITY OF MENASHA  
PARKING CITATION DISPUTE FORM**

Parking enforcement is authorized by City Ordinance Title 10. Follow these instructions if you believe that you have been cited unjustly.

1. Complete this form and deliver it to the Menasha Police Department (430 First Street, Menasha, WI 54952); or, forms can be e-mailed to parking@ci.menasha.wi.us; or, submit for online delivery.
2. The Menasha Police Department will advise you within ten (10) working days as to the disposition of your parking citation.
3. If you wish to contest the parking citation in court, you must complete this form and contact the Menasha Police Department directly (920-967-3592) to schedule a court date. Additional court costs will be assessed.

**COMPLETE THIS SECTION:**

Name: \_\_\_\_\_ Citation # \_\_\_\_\_  
 Address: \_\_\_\_\_ License Plate # \_\_\_\_\_  
 \_\_\_\_\_ Citation Issued Date: \_\_\_\_\_  
 E-mail : \_\_\_\_\_  
 Daytime Telephone # \_\_\_\_\_  
 Explanation for Adjustment/Void Requested:

Signature: \_\_\_\_\_ Dated: \_\_\_\_\_

**POLICE USE ONLY:**

Action: VOIDED \_\_\_\_\_ DENIED \_\_\_\_\_ Adjusted \_\_\_\_\_ Other \_\_\_\_\_

REMARKS:

Amount to be Paid: \_\_\_\_\_ ( Must be received within ten (10) days of review.)

Signature of Reviewer: \_\_\_\_\_ Dated: \_\_\_\_\_