



### Virtual Hearing Request Form - Parking

This form must be completed by the person that received the citation. Please allow 30-40 minutes for the virtual hearing. The Virtual Hearing request must be completed and received on or before the administrative hearing date on the parking citation.

**Use the following link to send your request:**

[https://prdwmq.etimspayments.com/pbw/include/dallas/dispute\\_request.jsp](https://prdwmq.etimspayments.com/pbw/include/dallas/dispute_request.jsp)

Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Are you the Registered Owner of the vehicle? \_\_\_\_\_ Are you representing a company? \_\_\_\_\_

Are you the operator of cited vehicle? \_\_\_\_\_ Are you representing cited vehicle owner? \_\_\_\_\_

Why are you contesting the citation? \_\_\_\_\_

Your Driver's License/State ID#: \_\_\_\_\_ State: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Home Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Do you require an interpreter? **No** \_\_\_\_\_ **Yes** \_\_\_\_\_ If Yes, what language do you speak? \_\_\_\_\_

Home Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Please list the citation you would like to schedule for a virtual parking adjudication hearing (**maximum of 1 citation per virtual hearing request. You need a new form for each request made**):

(1) \_\_\_\_\_

**Please allow 6 to 8 weeks for the Hearing Officer's decision to be returned to you.**

**NOTE: Send a copy of the ticket, along with any proof to support your case to the website link above.**

**I, (Print Name) \_\_\_\_\_, verify, under penalty of perjury under the laws of the United States of America, that the above information is true and correct. I understand that any paperwork the Court sends to me will be mail to the address that I have provided the Court. If my address changes, I will contact the Court by mail or inperson to provide the updated information.**