CITATION APPEAL PROCESS

Citation Issued

Pay Citation
- Within 21 days, pay penalty amount only.
- After 21 days, pay penalty amount and $30.00 late fee .

Appeal Citation
Within 21 days from citation issuance. Appeal via web page, mail or fax. Appropriate forms must be completed.

Ignore Citation
After 21 days of issuance, a notice of delinquent citation is mailed to registered owner.

Appeal Citation
Within 14 days from the mailing date of the delinquent letter ONLY.

Ignore Delinquent Letter

Administrative Review

Citation in Collections:
Placed on DMV registration and/or CSU Hold

Determination Letter: Appeal Granted- Citation Dismissed

Determination Letter: Appeal Denied - Citation Upheld

Pay Citation
- Within 21 days, pay penalty amount only.
- After 21 days pay penalty amount and $30.00 late fee .

Administrative Hearing
Within 21 days of mailing date of determination letter: Deposit penalty amount and complete appropriate paperwork. Hearing conducted by a third party qualified hearing examiner. Hearings scheduled within 90 days from request date.

Ignore Determination Letter

Hearing Disposition: Appeal Granted- Citation Dismissed.
Refund issued.

Hearing Disposition: FTA (Failure To Appear) No further Arbitration

Hearing Disposition: Appeal Denied – Citation Upheld

Superior Court
Within 30 days from mailing date of Hearing Disposition: Contact Vista Superior Court for court request.
$25.00 non-refundable court fee.

Court Decision: Appeal Granted
Refund issued.

Court Decision: Appeal Denied

Process Complete

07/2013