

Schedule "E" Request for Extension to Obtain Hearing Form

Applicants are responsible for the completion and content of this form

Penalty Notice Recipient		
Name (first & last)	Home Telephone	
Address	Other Telephone	
City	Fax Number	
Province	Postal Code	Email Address

Penalty Notice Information (Infraction)		
Please provide the information found on the penalty notice		
Penalty Notice Number	Penalty Date	Name on Penalty Notice
Location where the infraction occurred		
Offence	Section Number	

I was not able to request a Hearing within 30 days of the Penalty Date due to:		
<input type="checkbox"/> Personal Medical Emergency	<input type="checkbox"/> Travel outside of the Country on the following date:	<input type="checkbox"/> Other reasons specified below
Please note that extensions will not be granted where there is a contention that a ticket was not served. Mailed Penalty Notices are deemed served 7 days after being sent by regular mail.		

<p>Reason for Review for Extension (you are required to provide specific reason(s))</p> <ul style="list-style-type: none"> Please provide a factual detailed explanation of your reason(s) for your Extension request If you wish to support your Extension request with other documentation, please attach them to this request. This form will be provided to you when it is either approved or denied.



Internal Use Only

Application Received Date:	
Decision Date:	
Date Owner Notified:	
Notification By <input type="checkbox"/> Email <input type="checkbox"/> Mail <input type="checkbox"/> Fax <input type="checkbox"/> In person	
Officer's Name	Signature:

Personal information contained on this form is collected and will be used for the purpose of administering the Township's AMPS By-law. Questions about this collection should be directed to the Township of South Glengarry Clerk at 613-347-1166