

# PARKING TICKET



**Impound in 1 Week  
Dispose of in 4 Weeks**



Property Description: \_\_\_\_\_  
(Required -- Please Print Legibly)

Location Found: \_\_\_\_\_  
(Required -- Please Print Legibly)

Current Date: \_\_\_\_\_ Time: \_\_\_\_\_  
(Required -- Please Print Legibly) (Required -- Please Print Legibly)

**This item was (check all that apply):**

- On the floor, obstructing a walkway or obstructing Fire Exit lanes
- On a work surface after the owner appears to have left
- Leaning and/or piled up by storage, a wall, or a work area
- Expired permit    No permit    Invalid permit
- Owner unknown - seems abandoned
- Other: \_\_\_\_\_

If this property has not been relocated after one week, it will be considered abandoned and placed in the impound lot. A Board Member will need to accompany the owner to retrieve it.

If this property has not been relocated after four weeks, the property will be forfeit and placed on the Hack Rack, given to the person who wrote this ticket, or disposed of in another way.

I contacted the owner via (circle one) phone, email, mailing list, in person

Contact Date: \_\_\_\_\_ Time: \_\_\_\_\_  
(Please Print Legibly) (Please Print Legibly)

Phone #/eMail: \_\_\_\_\_  
(Contact info for presumed owner of property)

Response: \_\_\_\_\_  
When will the item be removed

Finder Name: \_\_\_\_\_  
(Required if you want first dibs at the item)

Contact: (phone or email) \_\_\_\_\_  
(Required if you want first dibs at the item)

Signature: \_\_\_\_\_  
(Required if you want first dibs at the item)

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