



CEDAR RAPIDS POLICE DEPARTMENT



**REQUEST FOR MUNICIPAL INFRACTION
IN LIEU OF CITATION BY ADMINISTRATIVE HEARING
(City Code Section 61.138)**

Cited Party: _____

Address: _____

Phone Number: _____

Citation Number: _____

Violation: _____

Location: _____

Issue Date: _____

Pursuant to Cedar Rapids Municipal Code Section 61.138 (e)(2), the undersigned hereby requests that in lieu of Automated Traffic Citation, s/he be named Defendant in a Municipal Infraction captioned City of Cedar Rapids, Iowa Plaintiff vs. _____ and filed in the Iowa District Court for Linn County, Small Claims Division.
(NAME)

The undersigned acknowledges as follows:

The undersigned has received written notice of the decision by the Administrative Appeals Board, dated this _____ day of _____, 20____, upholding the above referenced citation.

The Court proceedings on the Municipal Infraction to be filed at the request of the undersigned shall be governed by the Iowa Rules of Court and Iowa Rules of Evidence in the same manner and to the same degree as all small claims proceedings.

If the Court finds the undersigned guilty of the municipal infraction alleged, state mandated court costs will be added to the amount of the fine imposed by Cedar Rapids Municipal Code Section 61.138 for which the undersigned shall be held liable.

The City of Cedar Rapids reserves the right to exercise any and all remedies available under the law, including but not limited to any lawful means of enforcing judgment obtained as a result of the municipal infection being filed.

Print Name: _____

Signature: _____ Date: _____

Submit completed form via email to atecedarrapids@cedar-rapids.org