Administrative Penalty System Undue Hardship Consideration Form

Defendant Information

Name:	
Mailing Address:	
Town/City:	Postal Code:
Email:	Phone Number:
Preferred Method of Contact: Mail ☐ Email ☐	

Requesting consideration of the "Undue Hardship Claims Respecting the Administrative Penalty System (APS) Procedure for the following:

☐ An extension of time to pay the Administrative Penalty and/or Administrative Fee(s)

☐financial hardship,

☐absence from the municipality.

☐Other circumstance for consideration

Information reviewed as part of consideration.

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Decision

Signature:	Date Submitted:
Screening/Hearing Officer	