

**ADMINISTRATIVE ADJUDICATON COURT REQUEST FORM**

CASE NUMBER: \_\_\_\_\_

NAME: \_\_\_\_\_

DATE OF REQUEST: \_\_\_\_\_

DATE OF HEARING: \_\_\_\_\_

I HEREBY REQUEST THE FOLLOWING FOR MY ADMINISTRATIVE ADJUDICATION HEARING THAT IS NOTED ABOVE:

( ) That the Inspector who issued the citation or summons appear at the hearing date. This request is made **at least 15 days** before the hearing date. I understand that if this request is not timely made, I have waived the right to call and examine the inspector. [C.C., Ch.10, Art. XVIII, Sec. 10-703(6)]

( ) That a record of the hearing/proceeding be made. This request is made **at least 5 days** before the hearing date. I understand that if this request is not timely made, I have waived the right to have a recording of the hearing. [C.C., Ch.10, Art. XVIII, Sec. 10-703(7)]

( ) That a translator in the language of \_\_\_\_\_ be ordered and made available for my hearing. This request is made **at least 5 days** before the hearing date. I understand that if this request is not timely made, I have waived the right to have a translator at the hearing. [C.C., Ch.10, Art. XVIII, Sec. 10-703(7)]

\_\_\_\_\_  
Property Owner Name

\_\_\_\_\_  
Property Name

\_\_\_\_\_  
Signature of Property Owner

\_\_\_\_\_  
Attorney Name

\_\_\_\_\_  
Attorney Signature

\_\_\_\_\_  
Municipal Court Clerk

\_\_\_\_\_  
Date Completed