



## **TOW HEARING REQUEST FORM**

- All persons requesting a tow hearing must complete **Section A.**
- All tow hearing requests that will be received in the Hearings Office more than 10 calendar days after the vehicle was towed must complete **Sections A and B.**
- If the vehicle owner is authorizing someone else to represent them at the hearing, the owner must complete **Sections A and C.**

All information for each relevant section, as noted above, is required. Incomplete or missing information may cause your request for hearing to be denied. Each completed section must be signed.

It is the appellant's responsibility to timely inquire about the date and time of the scheduled hearing.

In compliance with Civil Rights laws, it is the policy of the City of Portland that no person shall be excluded from participation in, denied the benefits of, or be subjected to discrimination in any City program, service, or activity on the grounds of race, color, national origin, or disability. To help ensure equal access to City programs, services, and activities, the City of Portland reasonably provides: translation and interpretation services, modifications, accommodations, auxiliary aides and services, and alternative format. For these services, complaints, and additional information, contact 503-823-7307, use City TTY 503-823-6868, or use Oregon Relay Service: 711.

### **SECTION A – TOW HEARING REQUEST**

#### **All requests for hearing must complete Section A.**

- 1 Are you the vehicle owner?** Yes (If "No," documented financial proof of an interest in the vehicle is required to be submitted with this form.)
- 2 Your Name:** Jessica Hall  
**Your Mailing Address:** 1976 NW Pettygrove  
**City:** Portland  
**State:** Oregon  
**Zip Code:** 97209  
**Your Daytime Telephone Number (with area code):** 6643396  
**Your E-mail Address:** .....
- 3 Is the vehicle still in storage with the tow company?** No
- 4 Vehicle Make:** Nissan **Model or Style:** Versa Note  
**State of Registration:** Oregon **License Plate No. or VIN:** OR 556PFV

**SECTION A – Continued**

**5 Date of Tow:** August 01, 2024 **Location vehicle was towed from:** 1976 NW Pettygrove

**6 State the reason(s) you believe this tow is invalid or for any other reason unjustified.** I was out of town while I was attempting to apply for a residential street permit. I was under the impression my application would have been approved by the time I went out of town but due to slow communication and issues uploading and sending documentation I still don't have a residential street permit. Attached is attempted communication with pbos service representatives. The dates show I didn't get any information back after several days of correspondence. When I initially applied I submitted the title to my vehicle not the registration, that I admit fault to though it was an accident. The website continually showed an error message when I tried to submit my registration so I sent my vehicle registration to the email address provided and never received confirmation. I am doing my best to follow the rules and get the required parking permits but when the website doesn't work and the communication is slow and sometimes nonexistent, I would like to know what my options are for parking my car where I live. After I got back home and found my car had been towed I gave up on the old application and submitted a new application for the permit.

**Signature:** /s/ Jessica Hall

**Date:** August 05, 2024

**SECTION B – LATE HEARING REQUEST**

Only requests that are late (received more than 10 calendar days from the date of the vehicle tow) must fill out Section B, in addition to Section A.

**1 Why is your request late? (Attach additional sheets, if necessary.)** .....

**Signature:** /s/ Jessica Hall

**Date:** August 05, 2024

**SECTION C – OWNER AUTHORIZATION FOR REPRESENTATION**

Only vehicle owners wishing to have someone else represent them at the hearing must fill out Section C, in addition to Section A.

**1** I authorize ..... (printed name) to represent me at my tow hearing.

**By signing Section C of this form, I acknowledge that I am authorizing the person named above to represent me at my tow hearing. It is the vehicle owner's responsibility to notify their authorized representative of the hearing date, time, and location.**

**Signature:** /s/ Jessica Hall

**Date:** August 05, 2024