



Commuter Benefits Ordinance 0199-08 Administrative Citation

Citation No:	
Citation Date:	
Appeal/Payment Due Date:	

Issued to:

Business Name:

Location of Violation:

Mailing Address:

Violation Description	Audit Date(s)				
	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">New Fine Due</td> <td style="width: 30%;">Enforcement Cost Assessed</td> </tr> <tr> <td style="height: 20px;"></td> <td></td> </tr> </table>	New Fine Due	Enforcement Cost Assessed		
New Fine Due	Enforcement Cost Assessed				

You must either pay both the fine and the enforcement costs assessed above or request an appeal hearing by the due date indicated above. Failure to pay the fine or request a hearing shall be deemed as an admission that the cited party or entity committed the violation identified on the Administrative Citation. Continued violation of this ordinance may result in further fines.

To request an appeal hearing, or to request an audit for verification that you have come into compliance, please complete, sign, and return the attached Request for Audit /Notice of Appeal.

To pay the fine, make your check or money order payable to the City and County of San Francisco, and send to the San Francisco Department of the Environment together with the stub below. Please write the citation number on your check or money order.

For additional information, please visit www.commuterbenefits.org or call (415) 355-3727.

Accounts not paid in full within 90 days will be transferred to the Bureau of Delinquent Revenue for enforced collection, and interests, costs and fees will be charged.

Issued by _____ (for)
(SF DOE staff name)
Department of the Environment

David Assmann
Acting Director
Department of the Environment
11 Grove Street
San Francisco, CA 94102

Please cut at perforation and send bottom stub with your payment

Commuter Benefits Ordinance 0199-08
Department of the Environment
11 Grove Street
San Francisco, CA 94102

Business Name	Citation Number	Payment Due Date	
Contact Name (Owner Name)	Mailing Address	New Fine Due	Enforcement
Or authorized agent:	If different from above, write below:	Total Amount Due (includes previously issued Citations)	
		Total Amount Paid	

Department of the Environment
11 Grove Street, San Francisco, CA 94102
www.commuterbenefits.org
commuterbenefits@sfgov.org
(415) 355-3727