



Municipal Law Enforcement and Parking Services

Third Party / Agent Notice and Authorization

Please note that Parking Penalty Notices in the City of London are issued against vehicle license plates. As a result, only the registered owner(s) of the vehicle that the Parking Penalty Notice was issued to may request information, dispute the penalty notice by *requesting a screening*, or request first hearings.

If it is your intention to designate a third party or agent to deal with the penalty notice on your behalf, or you are a third party or agent that would like to deal with a penalty notice on behalf of a registered vehicle owner, written authorization must be completed by the registered owner of the vehicle and returned to Municipal Law Enforcement and Parking Services, complete with an authorized signature.

For your convenience, we have included an *Agent Authorization Form* (see next page) which you can complete and return by mail, fax, or email to:

Address: City of London Municipal Law Enforcement and Parking Services
824 Dundas Street, P.O. Box 5400
London, Ontario, N6A 4L6

Fax: 519-661-2413

Email: screeningrequest@london.ca



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Third Party / Agent Authorization Form

I, _____ am the registered owner of the vehicle

bearing license plate # _____, and do hereby authorize

_____ to act as an agent with regard to City of London Parking

Penalty Notice # _____ on my behalf.

X

Signature of Vehicle Owner

X

Date