

# San Diego, CA

## Parking Appeal Document Checklist

Use this checklist to gather everything you need before starting your appeal at MyTicketAdvocate.com. Bring it with you when photographing your citation and the location.

Contest deadline	21 days from the citation issue date
Filing agency	City of San Diego Parking Administration
Appeal path	Initial Administrative Review -> Administrative Hearing -> San Diego Superior Court
Late-fee warning	Late penalty doubles the original fine after 21 days; DMV registration hold may follow.

### Documents to upload

- Photo of the front of the citation (citation number + issue date clearly visible)
- Photo of the back of the citation (if there are notes from the officer)
- Vehicle registration showing the cited license plate
- Driver's license / state ID
- Photos of the location, signage, meter, and curb markings
- Receipts from any parking app, meter, or permit covering the citation time
- Permit / placard documentation (if cited in a permit zone)

### Information to have ready

Field	Where to find it
License plate number	From the citation and your registration
Citation number	Top of the ticket
Vehicle Identification Number (VIN)	17 characters; on registration / dashboard
Mailing address	For hearing notices and refund checks
Phone number	For status updates

Field	Where to find it
Email address	For confirmation and decisions

### Photo & evidence tips

- Take signage photos in daylight from the driver's perspective.
- Capture the surrounding block so the citation location is unambiguous.
- If a meter was broken, photograph the screen and any error codes.

Ready to file? Start your appeal at [MyTicketAdvocate.com](https://MyTicketAdvocate.com) - flat \$39.99 service fee. We do not guarantee dismissal outcomes; past performance is not a promise of results.

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