

IMPORTANT: If you do not exercise one of the following options within 15 days of receiving this Notice, you will be deemed not to dispute the offence. Please read carefully and choose one of the following options.

Option 1 – Voluntary Payment of Penalty Notice

Within 15 days of receiving this Penalty Notice, the penalty amount indicated in the first box is due. If payment is made after 15 days, an additional late administrative fee is applied as indicated in the second box. If payment is made after 45 days from date of offence an additional administrative fee is applied.

Payment Options:

1. Online at hamilton.ca/aps
2. Telephone payment (Visa/MasterCard) at 905-546-2782 #6
3. In person by Visa, MasterCard, Debit, Money Order, Cheque and Cash.

Money Order and Cheque payable to the City of Hamilton (please include the Administrative Penalty Notice number)
To make a payment in person: Please visit City of Hamilton website at hamilton.ca to find a Municipal Service Centre near you and hours of operation.

Make a payment by mail (Do not send cash) to **Administrative Penalty Office** (Hamilton City Centre)
77 James Street North, Suite 250
Hamilton Ontario L8R 2K3

Option 2-How to Dispute Offence (within 15 days);

- a) In person at Hamilton Municipal Parking at 80 Main St. W., Summers Lane between the hours of 9:00am to 4:00pm, Monday to Friday.
- b) Email us at aps@hamilton.ca or by
- c) Telephone at 905-546-2782 option #6

Note: Dispute options are not available once Administrative Penalty Notice is paid.

If after a Screening Officer reviews your matter and you are unsatisfied with the outcome, you may request that the matter be adjudicated by a Hearing Officer. The Screening Officer will schedule a hearing date which you will be provided. Failure to attend the scheduled hearing date will result in additional fees being added to the penalty amount as per the **User Fees and Charges By-law** as approved by Council and the matter closed.

Please Note: A Penalty Notice that goes unpaid constitutes a debt owed to the City of Hamilton by the person and may be collected as municipal taxes.

For general inquires please contact us at aps@hamilton.ca or call 905-546-2782 #6

MLEO-64344

ADMINISTRATIVE PENALTY NOTICE

Issued pursuant to City of Hamilton
Administrative Penalty By-Law



Hamilton

MLE26673



I, **W. MARTIN**

Believe and certify that on the day of:

Badge No. **385**

Date: **2023/01/10**

At: **12:49 PM**

Name: [REDACTED]

Address: **65 WEST 3RD STREET
HAMILTON, ON L9C 3K1**

Telephone: [REDACTED]
Email: [REDACTED]

At: **AT 65 WEST 3RD ST, HAMILTON IN THE
MUNICIPALITY OF HAMILTON, ON**

Did commit the offence of:

Fail to keep yard/porch free and clear of all waste

Note:

History of garbage and debris

Contrary to: By-law No. **10-118**
Section No. **4(1)**

Penalty Amount within 15-days	Late Payment after 15-days
\$ 95.00	\$ 156.00

2023/01/11

(Signature of By-law Enforcement Officer)

(Issue Date)

****See Reverse for Options****