

Formal Fine Appeal Letter

Dear [Authority Name],

I am writing to formally appeal the fine issued to me, reference number [Fine Reference], on [Date] at [Location].

I believe the fine was issued in error due to [state reason, e.g., "incorrect signage" or "payment was made"]. Attached are supporting documents including [photos, receipts, proof of payment] to substantiate my claim.

I respectfully request that the fine be reviewed and revoked. Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Contact Information]

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