



Notice of Appeal

IMPORTANT: Read all information and instructions on the back of this form.

Customer Information

Customer Name: _____

Customer ID (as shown on billing invoice): _____

Service Address: _____

Mailing Address (if different): _____

Telephone Number: _____ Email Address: _____

Appeal Information

I am appealing the following decision made by the Goleta Water District:

Water use penalty/fine Exception determination

State the reason(s) for the appeal (be specific):

I understand that all outstanding water charges, fines, and penalties associated with my account must be paid at the time this Notice of Appeal is submitted, and that the decision made by the Appeals Officer is final.

Signature: _____ Date: _____

For Office Use Only

COMPLETENESS REVIEW:

Application complete? Yes No Staff initials: _____ Date: _____

All outstanding water charges, fines, and penalties associated with this account have been paid in full: Yes No

Comments: _____

Instructions for Submitting a Notice of Appeal

To request a hearing, you must do the following:

- Return this completed form no later than 30 days of the date on the written notice or exception determination.
- Describe the reason(s) why you believe the water use violation, decision, or exception determination has been issued by the District in error or the extenuating circumstances that apply.
- Attach a copy of the written notice of violation, decision, or exception determination issued by the District, and any other supporting documentation.
- Pay all outstanding water charges, fines, and penalties associated with the account before or at the time the Notice of Appeal is submitted to the District.
- Return this Notice of Appeal and attachment(s) to:
Goleta Water District
4699 Hollister Avenue
Goleta, CA 93110

Summary of hearing process:

1. You will be notified of the hearing date at least 10 calendar days prior to the hearing. All hearings will be held at the District Administrative Headquarters, 4699 Hollister Avenue, Goleta.
2. You will have the opportunity to present testimony, present witnesses, and produce documentary evidence to an independent Appeals Officer appointed by the District Board of Directors. All administrative hearings are considered public.
3. The decision of the Appeals Officer shall be issued in writing, to both parties (District and appellant) within 30 days of the hearing date. Pursuant to District Code Section 6.21.060 (G), the decision of the Appeals Officer shall be final.
4. All hearing results will be mailed to the mailing address listed on the reverse of this form.
5. If the appellant wishes to send a representative to the hearing to appear on the customer's behalf, or will be accompanied by legal counsel, the customer shall provide written authorization for such representation and notify the District 48 hours prior to the hearing.
6. If the Appeals Officer reduces or eliminates the fee or penalty appealed, the District shall refund the amount of the reduction or the eliminated fine or penalty to the appellant within five business days.

For more information:

Please contact the District by phone at (805) 964-6761, or email at info@goletawater.com, or visit the District Administration Office at 4699 Hollister Avenue in Goleta.