



MONTGOMERY COUNTY FIRE AND RESCUE SERVICE
MONTGOMERY COUNTY, MD.

INFORMATION BULLETIN

Number: 09-07

April 21, 2009

SUBJECT: Instructions for Fire Lane Parking Violation Notices

The information below concerns Parking Violation Notices.

- 1) Clearly complete all fields on the Parking Violation notice.
- 2) Both the tan copy and the envelope of the Parking Violation Notice must remain with the ticketed vehicle. Also, ensure that the number on the Parking Violation Notice and the envelope match.
- 3) Retain the pink copy of the Parking Violation Notice in the ticket book. This copy is your reference if the case goes to court.
- 4) Send the white copy via Inter-Department Mail to:

Parking Operations
Attn: Ms. Veeda Wilkinson
Montgomery County Department of Transportation
101 Monroe Street, 10th Floor
Rockville, Maryland 20850

Issued by: Division Chief Michael Love, Fire Marshal

A handwritten signature in black ink that reads "Michael Love".