



City of Baton Rouge/ Parish of East Baton Rouge  
 Red Light Enforcement Program  
 222 St. Louis Street  
 Baton Rouge, LA 70802

# NOTICE OF VIOLATION

**NOTICE #:** 0430600012345  
**PIN #:** 1234

**Amount Due:** \$117.00  
**Payment Due Date:** Issue +60 days  
**Request Hearing Due Date:** Issue + 15 days

JOHN B SMITH  
 123 CAMBRIDGE COURT  
 BATON ROUGE, LA 70802



VIOLATION DATE <b>09/01/2006</b>		VIOLATION TIME <b>10:37 AM</b>		PENALTY AMOUNT <b>\$117.00</b>	
VEHICLE PLATE # <b>HBY 641</b>			STATE <b>LA</b>		
YEAR <b>2004</b>	MAKE <b>Toyota</b>	MODEL <b>Camry</b>	STYLE <b>4-door</b>	COLOR <b>Silver</b>	
LOCATION <b>W/B Bay Area Blvd @ El Camino Real</b>					
DEFENDANT <b>John B Smith</b>					
STREET ADDRESS <b>123 Cambridge Court</b>					
CITY <b>Baton Rouge</b>		STATE <b>LA</b>		ZIP <b>70802</b>	
I certify under penalty of perjury under the laws of the state of Louisiana that, based upon my review of a video recording by an automated traffic camera, I have probable cause to believe, and do believe, that on date and time and at the location listed above, the above-described vehicle was in violation of <b>Baton Rouge City Code 11:54 (Red Light Violation)</b> . The video recording portrays a fair and accurate representation of the location listed above and indicates the vehicle was facing a steady circular red signal when it failed to stop at clearly marked stop line or other stopping point described in the ordinance. The registered owner of the vehicle is named above.					
OFFICER/ BADGE NUMBER <b>Sgt. Carl May #123</b>			ISSUE DATE <b>09/04/2006</b>		



Pay with your Visa or MasterCard at [www.ViolationInfo.com](http://www.ViolationInfo.com) or mail your check or money order with this coupon to the address below



<b>NAME:</b> JOHN B SMITH		<b>DUE:</b> Issue + 60	
<b>NOTICE #:</b> 0430600012345	<b>VERSION:</b> 1	<b>ISSUED:</b> 09/04/2006	
<b>PLATE:</b> HBY641	<b>STATE:</b> LA	<b>TYPE:</b>	

- ✓ Make your check or money order payable to the City of Baton Rouge/Parish of East Baton Rouge
- ✓ DO NOT MAIL CASH
- ✓ Write the Notice # on the front of your payment
- ✓ Insert this tear-off coupon in the enclosed envelope with the address (at the right) showing through the window
- ✓ Payment is admission of guilt or liability.
- ✓ To avoid additional late fees being assessed, you must respond to this Notice (payment received or a hearing) before the due date indicated above

**AMOUNT DUE: \$117.00**

City of Baton Rouge  
 Red Light Enforcement Program  
 P.O. Box 742503  
 Cincinnati, OH 45274-2503

1 0430500012345 000000014841 011706

Pursuant to City of Baton Rouge/Parish of East Baton Rouge Ordinance No. 11:54, the owner of a motor vehicle is liable for payment of a minimum civil penalty of \$117.00 if the owner's vehicle proceeds into an intersection equipped with a photographic intersection system when the traffic control signal for that vehicle's direction of travel is emitting a steady red signal. For a second or subsequent violation by the owner of the same motor vehicle during any 12-month period, the amount of the civil penalty shall be \$167.00. It has been determined that your vehicle proceeded into an intersection when the traffic control signal, for the direction in which your vehicle was traveling, was emitting a steady red signal. Failure to pay the civil penalty or contest liability by the due date of this notice is an admission of liability in the full amount of the civil penalty stated on this notice and is a waiver of the right to appeal under subsection 4 of Ordinance No. 11:54. Failure to pay the civil penalty by the due date shall result in the imposition of an additional late penalty of \$35.00 for payments between 1-59 days past the due date and \$50.00 for payments greater than 60 days past due.

**You have the right to contest the imposition of the civil penalty by requesting, in writing, an administrative adjudication hearing within 15 days after the issue date.**

#### **INSTRUCTIONS**

**ONLINE PAYMENT:** The fastest and easiest way to pay your Notice is online. Go to [www.ViolationInfo.com](http://www.ViolationInfo.com) and logon with your Notice # and PIN # shown in the red box on the front of this Notice. Click the Pay button. There is a \$4 convenience fee.

**PAYMENT BY PHONE:** Call toll free **1-866-790-4111** between 9:00 AM and 5:00 PM Central time.

**PAYMENT BY MAIL:** Mail your check or money order (payable to the City of Baton Rouge/ Parish of East Baton Rouge) in the enclosed envelope with the coupon printed at the bottom of the reverse side of this notice. **DO NOT MAIL CASH.** Be sure to put the Notice # (see reverse) on the face of your payment. If you have any questions, please call Customer Service toll free at **1-866-790-4111**.

**PAYMENT IN PERSON:** You may pay in person with your check or money order at City Court located at 233 St. Louis Street Baton Rouge, LA Room 102.

**VIEW YOUR IMAGES AND VIDEO:** The recorded images and video will be submitted as evidence in the Police Department proceeding for disposition of the violation. You may view your images and video online at [www.ViolationInfo.com](http://www.ViolationInfo.com). You will need your Notice # and PIN # printed on the front of this Notice.

**REQUEST AN ADMINISTRATIVE ADJUDICATION HEARING:** Detach the coupon below, sign it and mail it in the enclosed envelope with any supporting documentation to the address on the coupon below so that it is received by the due date on this Notice. You will be notified in writing of the date, time and location of your hearing. Pursuant to Ordinance No. 11:54, if you are found liable after the administrative adjudication hearing or you request a hearing but fail to appear at the time and place of the hearing, you will be liable for an administrative hearing fee in the amount of \$ 50.00. If you are found liable for the civil penalty after an administrative adjudication hearing, you shall pay the civil penalty and all costs immediately.

**QUESTIONS:** If you have any questions, please contact Customer Service toll free at **1-866-790-4111**.

**IF AT THE TIME AND PLACE OF THE VIOLATION THE VEHICLE WAS BEING OPERATED BY A PERSON OTHER THAN THE OWNER,** the owner may transfer liability for the violation to the person who was operating the vehicle at that time and place of the violation if the owner submits to the Violation Processing Center or the hearing officer, an Affidavit of Non-liability upon a form, or testimony under oath at an administrative adjudication hearing, sufficient to establish that a specified person other than the owner was the operator at the subject time and place. An Affidavit of Non-Liability form must be submitted before the due date; a form can be obtained in the following way: Print the form from the website: [www.ViolationInfo.com](http://www.ViolationInfo.com). You will need your Notice # and PIN # printed on the front of this Notice.

**All Affidavits of Non-Liability shall include the following applicable information:**

- a. Name and address of person operating the vehicle at the time and place of the violation; or
- b. Name and address of the lessee/ rentee of the vehicle at the time of the violation, if the vehicle was leased or rented from a person in the business of renting or leasing motor vehicles at that time; or
- c. Name of the subsequent owner of the motor vehicle, if ownership of the vehicle was transferred by the owner before the time of the violation, with supporting documentation of sale, or
- d. Copy of the police report if the vehicle or plate was stolen.

**IF YOU ARE A RENTAL OR LEASING CAR COMPANY** send your letter identifying the driver along with a copy of this Notice to the Violation Processing Center, 209 W. Main Street, Mesa, AZ 85201.

I sign and submit this form as a request for an administrative adjudication hearing of my written inquiry regarding this Notice of Violation and acknowledge that it must be received by the due date of this Notice to be valid.

X \_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Printed Name