



**Automated Traffic Violation Enforcement System (ATVES)**  
**Request a Violation Review by a Local Designee (Ombudsman)**

If you believe your violation was issued due to a technical error, you may request a review by the Local Designee (Ombudsman). The Local Designee (Ombudsman) performs violation reviews by written request, for anyone receiving an automated traffic violation in Baltimore City.

The Local Designee (Ombudsman) receives, investigates, and resolves complaints from, or on behalf of residents, visitors, and businesses, regarding an automated traffic violation in Baltimore City. The Local Designee (Ombudsman) may dismiss an improper violation, uphold the violation, and/or make referrals as warranted. Vehicle owners or violators may contest an automated traffic violation in the District Court of Maryland, even if the Local Designee (Ombudsman) upholds the violation.

**To have a Citation reviewed by the Baltimore City Local Designee (Ombudsman), please submit the attached Form to:**

Baltimore City Department of Transportation  
Automated Traffic Violation Enforcement System (ATVES)  
P.O. Box 22505  
Baltimore, MD 21203  
Attention: Local Designee (Ombudsman) Review

*Or send via email to:*

[ATVES.Ombudsman@baltimorecity.gov](mailto:ATVES.Ombudsman@baltimorecity.gov)

Subject: Local Designee (Ombudsman) Review

**If you request a review by the Ombudsman, please allow up to 14 days to receive a response.**

**Do not send payments or trial requests to the Ombudsman. To Pay your citation and/or request a court hearing for a Red Light, Speed, or Commercial Vehicle Height Monitoring, violation in District Court, please follow the instructions per your citation.**

**\*\*\*TO PROCEED WITH SUBMITTING A REQUEST FOR OMBUDSMAN REVIEW,  
COMPLETE THE FORM BELOW\*\*\***



**REQUEST FOR REVIEW**  
**ATVES Local Designee (Ombudsman)**  
**Red Light, Speed, and Commercial Height Enforcement Violations**

Purpose: The purpose of this form is for persons to submit requests for review of a citation issued/received due to a red light, speed, or commercial height enforcement violation. If a person believes that they have been issued due to a technical error, they may request a review by the ATVES Ombudsman. The Ombudsman will review the citation issued, any video footage of the violation, and the information provided in this request, and make a determination as to whether the citation was issued erroneously or improperly. The Ombudsman may uphold the citation, and/or make any referrals as deemed necessary. This review provides an opportunity to have contested violations reviewed for decision prior to going to trial.

Instructions:

1. Complete the below form.
2. Provide a clear and concise written statement regarding the issue.
3. Submit copies of relevant documents, such as: copy of the citation, proof that you were not driving vehicle with information regarding driver, vehicle bill of sale, any other documents supporting defense.
4. Submit this form **and ALL** supporting documents via email to [ATVES.Ombudsman@baltimorecity.gov](mailto:ATVES.Ombudsman@baltimorecity.gov), or mail to:  
**Baltimore City Department of Transportation**  
**Automated Traffic Violation Enforcement System (ATVES)**  
**P.O. Box 22505 Baltimore, MD 21203, ATTN: ATVES Ombudsman Review**
5. Incomplete/unsigned forms will be returned to violation recipient.
6. The Ombudsman may contact you if additional information is needed.

**PLEASE PRINT LEGIBLY:**

Contester's Name: \_\_\_\_\_

Company's Name (if commercial vehicle): \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Primary Phone Number: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

Violation/Citation #: \_\_\_\_\_

Date Issued: \_\_\_\_\_

Vehicle Make & Model: \_\_\_\_\_

Vehicle Tag #: \_\_\_\_\_

**I attest that the information provided in this request is true to the best of my knowledge and authorize the use of this information for any subsequent court hearings.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**\*\*\*PLEASE COMPLETE NEXT PAGE\*\*\***



Provide a detailed explanation of why you believe you have received this citation in error: **(PLEASE PRINT LEGIBLY)**:

**THIS SECTION FOR OMBUDSMAN ONLY:**

Citation #: \_\_\_\_\_ Issue Date: \_\_\_\_\_

Ombudsman Decision:  Citation to be Voided       Citation to be upheld       Other

Reason for decision: \_\_\_\_\_

Explanation of "Other": \_\_\_\_\_

Ombudsman Signature: \_\_\_\_\_ Date: \_\_\_\_\_