



BEAR CREEK LAKES CIVIC ASSOCIATION

CIVIL PENALTY APPEAL FORM

INSTRUCTIONS

- ◆ ALL appeals MUST complete this form (please print) including your signature and date
- ◆ Appeals must be received at the BCL Office within 20 days of the date on the citation
- ◆ The Appeal form must be received 1 week prior to attending the Security Appeal Hearing.
- ◆ Security Committee meets the 2nd Saturday of the month. (Check BCL website for exact dates & times)
- ◆ Disorderly Conduct citations will be heard at the monthly Board of Directors meeting. (3rd Saturday of the month, except December)

Civil Penalty Number

Date Issued

Issuing Officer

Name (Last, First, MI)

Phone

Mailing Address

E-mail Address

City

State

Zip

BCL Address

STATEMENT. Provide a concise statement describing the reason(s) for your appeal. Continue on back, or additional paper, if necessary.

Member's Signature

BEAR CREEK LAKES

570-325-8156 (fax)

Date

Mail, Fax or Email to:

57 POOL DRIVE

JIM THORPE, PA 18229

BCLCA@PTD.NET

THIS AREA FOR BCL USE ONLY

Appeal Hearing Date: _____ Resolution: Approved: _____ Denied: _____

Remarks: _____

Issuing Officer comments: _____
