



**Superior Court of California  
COUNTY OF ALAMEDA**

**Fremont Hall of Justice  
Traffic Division**  
39439 Paseo Padre Parkway  
Fremont, CA 94538

**Gale Schenone Hall of Justice  
Traffic Division**  
5672 Stoneridge Drive  
Pleasanton, CA 94588

**Wiley W. Manuel  
Courthouse Traffic Division**  
661 Washington Street  
Oakland, CA 94607

**APPLICATION TO VACATE CIVIL ASSESSMENT**

Defendant's Name		Case Number
Mailing Address		Failure to Appear Date
City, State, Zip	Phone	Citation Date

**DECLARATION OF DEFENDANT**

The reason(s) checked below constitute good cause for my failure to appear and support(s) my request to vacate the civil assessment: *(You must complete this section and you must attach written proof that the reason(s) existed on the appearance due date.)*

- Hospitalization     
 Out-of-state military duty     
 Incarceration     
 Not Person Cited  
 Other (explain): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I declare under penalty of perjury under the laws of the State of California that the statements above are true and correct to the best of my knowledge and that written proof is attached to this form.

Executed on \_\_\_\_\_ at \_\_\_\_\_  
(Date) (City and State)  
Signed: \_\_\_\_\_

**ORDER (COURT USE ONLY)**

The Court, having read and considered the foregoing, orders the Application to Vacate:

- Denied** Reason for denial (optional): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Your case has been referred to Alliance One for collection. Please contact Alliance One within 10 days to make your payment in full or to arrange monthly payments.

**MAILING ADDRESS:** Alliance One Receivables Management **Phone:** 1-877-541-8420  
6160 Mission Gorge Rd., #300 **Online Payments:** [www.payaoi.com](http://www.payaoi.com)  
San Diego, CA 92120

- Granted**  
Date: \_\_\_\_\_  
\_\_\_\_\_  
Judge or Commissioner of the Superior Court