**UNITED STATES MARINE CORPS**

**(Unit Letterhead)**

 Date

##

From: **Captain I.M. Rifleman**

To: Command Inspector General

Subj: TRAFFIC COURT HEARING APPEAL

Ref: (a) MCO 5110.1D

 (b) MCIWEST-MCB CAMPENO 5000.2 (Base Regulations)

1. Per the references, I was cited by the Military Police for **(list offense)** on **(date)** and issued a ticket **(#NXXXXXXX),** with an assigned Court date of **(state date)**.

2. Upon my appearance at Traffic Court, the Traffic Court Hearing Officer found me Guilty of the **(list offense)** and, ***my driving privileges were suspended for a period of XX days/months,*** or, ***I was given (XX) Points***.

3. Per reference (b), I would like to appeal this decision based upon: **(provide rationale).**

 **Signature**

***NOTE:*** Per reference (b), **“*Individuals may appeal the decision of the Base Magistrate, however, the grounds must be based upon facts that the sanction was unjust or that the sanction was disproportionate for the offense. An individual’s personal belief that they are not guilty of the violation is not a basis for appeal.”***