



DETROIT METRO • WILLOW RUN  
WAYNE COUNTY AIRPORT AUTHORITY

Michael Berry Administration Building  
11050 Rogell Drive, Bldg. #602  
Detroit, MI 48242  
ph 734 247-7678  
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## DTW ADMINISTRATIVE PENALTY APPEAL FORM

I, \_\_\_\_\_, of \_\_\_\_\_  
(Print Name) (Organization)

formally request that I be allowed to appeal the recent security violation that I was involved in. I understand that there is a \$25 non-refundable administrative fee for the appeal process. I must turn in this completed appeal form to the Airport Credentials Office, complete the retraining requirement and pay the \$25 administrative fee along with a letter detailing why I feel that my violation should be overturned. I recognize that this letter, along with other documentation regarding the incident, will be supplied to the Appeal Board who will review the matter. I also understand that my presence may, or may not be requested by the Appeals Board during their evaluation, and that no other appeal will be available to me.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

Contact Phone # \_\_\_\_\_ Email \_\_\_\_\_

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### AIRPORT USE ONLY

Appeal # \_\_\_\_\_ Airport ID Badge # \_\_\_\_\_

Date of Incident \_\_\_\_\_

Date of Appeal Submission \_\_\_\_\_

Date of Appeal Board Meeting \_\_\_\_\_

Receipt # \_\_\_\_\_ By \_\_\_\_\_