

**Affidavit of Non-Liability**

If you were not the owner of a vehicle the time of the alleged violation, or if the vehicle was stolen, or if you are a bona fide renting or leasing company, please complete the information below and execute this form to assert non-liability. California Vehicle Code section 40250, et. seq., establishes liability for toll violation(s) incurred by the registered owner, driver, rentee, or lessee of a vehicle. At the time of the violation, the Department of Motor Vehicles (DMV) provided your name as the registered owner. Please mail this form, with the proper documentation, to Riverside Express at PO Box 1515, Corona, CA, 92878.

**Declaration of Non-Liability**

I declare that on the date of the violation(s) the vehicle bearing the license plate number listed below was:

(Check only one)     Sold/Transferred     Rented     Leased     Reported Stolen

License Plate: \_\_\_\_\_

Violation Number(s): \_\_\_\_\_

Name and address of responsible party

Name \_\_\_\_\_

Street Address \_\_\_\_\_ Phone \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

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

Date of sale/transfer, rental, or theft \_\_\_\_\_

I declare under penalty of perjury that the above information is true and correct:

Print Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

\* You must include one of the following documents with the above declaration of non-liability: (1) proof of bona fide sale or transfer of the vehicle filed with the DMV, or evidence sufficient to establish that the transfer of ownership and possession occurred prior to the date of the alleged violation(s), (2) a copy of the lease or rental agreement providing the rentee/lessee information above and the term of the agreement, or (3) a police report or insurance claim citing the date of the theft.

**Request for an Administrative Investigation**

If you do not believe you are responsible for the violation(s) associated with the Notice ID identified above, or wish to challenge the penalty(ies), or accumulated penalties assessed, you may contest the violation notice or any identified violation(s) and/or penalty(ies). Please provide a written explanation of the reasons for contesting each toll violation/penalty that you are challenging. Please complete the information below and mail this form, with your written explanation to: Riverside Express, PO Box 1515, Corona, CA, 92878.

I do not believe I owe, or should owe, the amount indicated in the notice associated with the Notice ID identified above. I am requesting an administrative investigation of the items that constitute my defense against liability for the violation(s)/penalty(ies). I have included a written explanation of the reason(s) I am contesting each violation/penalty that I am challenging.

Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

Phone \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

The circumstances of the toll violation(s) and the penalty(ies) assessed will be investigated and the results will be sent to you via mail. If the investigation indicates that you are still responsible for the violation(s)/penalty(ies), you will have fifteen (15) days from the day the administrative investigation results are mailed, to make the required deposit and submit your written request for an Administrative Review Hearing. Review hearings are generally scheduled to be held within ninety (90) days of the request being received. If the hearing officer finds you not responsible, your deposit will be refunded to you (California Vehicle Code section 40255). If the hearing officer finds you are responsible for the violation(s) and/or penalty(ies), and you still wish to contest the violation(s)/penalty(ies), you may, within twenty (20) days after the mailing of the final decision file an appeal with the Municipal Court (or Superior Court in a County, in which there is no Municipal Court). The filing fee for the notice of appeal is twenty-five dollars and must be paid directly to the court at the time you file your appeal. If the court finds you not responsible, your deposit plus any fee, will be refunded to you (California Vehicle Code section 40256).