



DETROIT METRO • WILLOW RUN
WAYNE COUNTY AIRPORT AUTHORITY

Michael Berry Administration Building
11050 Rogell Drive, Bldg. #602
Detroit, MI 48242
ph 734 247-7678
www.metroairport.com

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 _____

AIRPORT USE ONLY

Appeal # _____ Airport ID Badge # _____

Date of Incident _____

Date of Appeal Submission _____

Date of Appeal Board Meeting _____

Receipt # _____ By _____