

**CITY OF PORT HURON, MICHIGAN  
ADMINISTRATIVE HEARINGS BUREAU  
DEFENDANT INFORMATION**

**FINES:**

Fines assessed by the Administrative Hearings Bureau can be paid as follows:

- CASH:** Must be in person at:  
City of Port Huron  
Treasurer's Office - First Floor  
100 McMorran Boulevard  
(810) 984-9722
- CHECK / MONEY ORDER:** In person or by mail:  
City of Port Huron  
Treasurer's Office - First Floor  
100 McMorran Boulevard  
(810) 984-9722

**APPEAL:**

You may appeal the decision of the Administrative Hearing Officer as follows:

- File a claim of appeal within 28 days after entry of the final decision with:  
St. Clair County Circuit Court  
201 McMorran Boulevard  
(810) 985-2031
- Post a bond equal to the fine and costs imposed by the Administrative Hearings Officer with:  
City of Port Huron  
Administrative Hearings Bureau  
100 McMorran Boulevard, Third Floor  
(810) 984-9797
- Once bond is posted, if you fail to comply with requirements of Supreme Court rules for an appeal to the circuit court, the appeal is considered abandoned and the appeal may be dismissed on seven (7) days notice
- If appeal is dismissed or the decision of the Administrative Hearings Officer is upheld, the bond shall be applied to the fine and costs

**ORDER OF DEFAULT:**

You may petition the Administrative Hearing Officer to set aside an Order of Default if:

- You can establish you were not provided with proper service of process
- You assert that your failure to appear at the hearing was for good cause -- petition must be filed within 21 days of decision
- A "Petition to Set Aside Order of Default" form is available upon request from:  
City of Port Huron  
Administrative Hearings Bureau  
100 McMorran Boulevard, Third Floor  
(810) 984-9797

Or, on the City's website at: [www.porthuron.org](http://www.porthuron.org)