

Plat _____ Lot _____

recheck _____

COMPLAINT

APPOINTMENT DATE: _____ DAY: _____ TIME: _____

TODAY'S DATE: _____ COMPLAINT RECV'D BY: _____

LOCATION: _____ FLOOR/APT: _____

COMPLAINANT: _____ PHONE: _____

OWNER: _____ PHONE: _____

PHONE _____ WALK IN _____ RADIO DISPATCHED _____ DRIVE BY _____ ON SITE _____ OTHER _____

HOUSING _____ ENVIRONMENTAL _____ ZONING _____ BUILDING _____ OTHER _____

COMPLAINT:

INVESTIGATED BY: _____ DATE: _____ TIME: _____

ACTION TAKEN CONTACT LETTER _____ NOV _____ ICO _____ PHONE CALL _____ OTHER _____

COMPLAINT IS IN PROGRESS _____ RESOLVED _____ OTHER _____

DIRECTOR NOTES:

COMPLAINANT SIGNATURE: _____