

Overhanging Trees and Foliage Damage Report Form

Please print and complete this form to report property damage or safety hazards caused by overhanging trees, branches, or overgrown foliage.

1. Reporter Contact Information

Full Name:

Phone Number:

Email Address:

Street Address:

2. Location of the Tree or Foliage

Specific Location (Street Address / Intersection):

Nearby Landmarks or Identifying Markers:

Property Owner of the Tree (if known):

3. Damage and Hazard Details

Date and Time of Incident / Observation:

Type of Damage (e.g., Roof, Fence, Vehicle, Power Lines, Sidewalk Blocked):

Detailed Description of Damage:

Estimated Size of the Overhanging Branch or Foliage:

4. Additional Comments

Notes or Remarks:

5. For Office Use Only

Report Received By: Date:

Investigation Date: Inspector Name:

Recommended Action: