

Property Maintenance Violation Complaint Form

Use this form to report property maintenance violations. Please fill out all sections as completely as possible. This document is formatted for printing and manual submission.

Complainant Information (Your Information)

Full Name:

Phone Number:

Email Address:

Mailing Address:

Violation Property Information

Street Address of Violation:

Property Owner Name (if known):

Occupant Name (if known):

Violation Details

Date Violation First Observed:

Type of Violation (e.g., Tall Grass, Trash/Debris, Structural Damage, Abandoned Vehicle):

Detailed Description of Violation (Line 1):

Detailed Description of Violation (Line 2):

Specific Location on Property (e.g., Front Yard, Alley, Backyard):

Office Use Only

Case Number:

Received By (Staff Name):

Date Received:

Initial Action Taken:

