

COMPLAINT CASE # _____

Town of East Windsor Property Maintenance Complaint Form

1. Street Address of Property, SUBJECT OF COMPLAINT _____

2. Describe the COMPLAINT:

3. Is the property a rental? Yes No Don't Know

4. Any other comments that you would like to make? _____

CONTACT INFORMATION *(Person Submitting Complaint)*

Name: _____

Address: _____

Telephone #: _____

Email: _____

Signature: _____

(Signed complaints will receive priority over anonymous complaints)

Office Use Only:

DATE RECEIVED: _____

DEPARTMENT RECEIVED BY: _____

COMPLAINT CASE #_____

Town of East Windsor Complaint Routing Form

STREET ADDRESS OF PROPERTY:_____

NATURE OF COMPLAINT:_____

STAFF TO BE INVOLVED TO ASSESS PROPERTY MAINTENANCE COMPLAINT:

	YES	NO
_____ BUILDING OFFICIAL	<input type="checkbox"/>	<input type="checkbox"/>
_____ NCHD	<input type="checkbox"/>	<input type="checkbox"/>
_____ ZONING/WETLAND AGENT	<input type="checkbox"/>	<input type="checkbox"/>
_____ POLICE DEPARTMENT	<input type="checkbox"/>	<input type="checkbox"/>
_____ DPW/TREE WARDEN/TOWN ENGINEER	<input type="checkbox"/>	<input type="checkbox"/>
_____ FIRE MARSHAL	<input type="checkbox"/>	<input type="checkbox"/>
_____ WPCA	<input type="checkbox"/>	<input type="checkbox"/>

DATE COMPLAINT FORWARDED_____

DATED COMPLAINT REVIEWED_____

ACTION TO BE TAKEN BY: LIST DEPARTMENT INVOLVED:
