

CITY OF SHAMBAUGH CITIZEN COMPLAINT FORM

Complete the following information so the City can investigate your complaint. If the City find your complain is in violation of the City Code and verified by City Attorney, the information provided on this form will be used to properly fill out the abatement notice. The abatement notice will be sent to the property owner upon which the nuisance is located. **Please print clearly.**

DATE:

NAME:

ADDRESS:

PHONE:

If requested, will you attend a City Council meeting to explain your complaint? (circle one) YES/NO

COMPLAINT: *(included date, time, place, facts of complaint and witnesses if were present)*

How do you feel the complaint should be resolved?

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Should the citizen not comply with abatement notice and a citation be issued, you may be required to testify to the above complaint in a Court of Law. Do you agree to testify YES/NO *(If you circled No, it is very possible that the city will not take any action on your complaint)*

Signature:

Date:

All complaints must be signed and dated to be considered valid. You will be notified as to the progress of your complaint.

Clerk's Office Use ONLY

Clerk's Signature:

Date Received:

Date Reviewed by Mayor:

Mayor's Signature:

Action/City Comments: