



**Code Enforcement
Complaint Form**

Date Submitted: _____ Received By: _____

Complainant Name: _____

Address: _____

Phone # _____

Location of Complaint:

Site Location: _____

Map & Tax lot #: _____

Property Owner: _____

Address: _____

PLEASE ATTACH PICTURES OF COMPLAINT(S)

Including pictures will expedite the resolution of your complaint. Thank you for your help!

Pictures included Yes No, if no why: _____

Reason Complaint is being filed (please check box below)

Weeds/Vegetation Trash/Debris Smell/Odor Other _____

Description of Complaint:

Any Injury or Damage Involved Explain: _____

To Be Completed by City of Madras Staff

Department: Community Development Public Works Finance Police

Action Taken:

Pictures Taken Site visit Letter to Owner/Resident Contact with Owner/Resident

Other _____

Comments: _____

Date Action Taken: _____ By: _____

Case Resolved Yes No On- going

Date: _____ Signature: _____