



Complainant's Signature: _____ **Date:** _____

Borough Use Only

Referred to: ☐ Code Enforcement ☐ Zoning

Date Received: _____ Received by: _____

Action(s) Taken: _____

Complainant Contacted by: ☐ Phone ☐ Mail/Email

Signed: _____ Date Completed: _____

Please note that any false or misleading information provided to this office or contained here in this complaint shall be subject to all applicable penalties for Unsworn Falsification to Authorities as provided in 18 Pa. C.S. § 4904.

The Borough of West Hazleton respects the privacy and safety of complainants and will not release complainant name or information unless authorized to do so, or if required to do so pursuant to compliance with federal, state, or local law, the Pennsylvania Right-to-Know Law, or in certain cases if information is requested by law enforcement. However, please be aware that, given the nature of neighborhood disputes, the other party may be able to ascertain the identity of the complainant by themselves. Additionally, landlord-tenant complaints will almost always necessarily involve the landlord becoming aware of which tenant has complained, due to the fact that it the complaint generally involves defects with a specific apartment. It is illegal for a landlord to retaliate against a tenant for filing a complaint with Code Enforcement. If you believe that this has happened to you, seek legal counsel immediately.

West Hazleton Code Enforcement does not give out legal advice. If you need legal advice, you must seek guidance from a legal professional. West Hazleton Code Enforcement also does not become involved in civil issues (i.e. lawsuits, evictions, etc).

Please note that you must inform your landlord of all problems in writing, give them adequate time to fix the problem, and **MUST ALLOW ACCESS TO YOUR RENTAL UNIT FOR REPAIRS.**

Pennsylvania law provides tenants the rights to withhold payment of rent in circumstances where your landlord refuses to correct code violations at your rental property. However, please be aware that withheld rent **MUST** be paid into an escrow account, and that proof of such may be required if you are required to go to court with your landlord.