

TOWN OF KEVIN - CITIZEN COMPLAINT FORM

INSTRUCTIONS: This form is designed to process, expedite, and track complaints. Forms will be processed in the order received unless it is an emergency. **Please fill out the following to file a complaint or report a code violation.** *Note: Complaints submitted with invalid Reporting Party information will be considered a false report and will not be processed.*

VIOLATION LOCATION/PROPERTY OWNER INFORMATION

Street Address and/or Location: _____

Property Owner Name: _____

Property Owner Phone: (if known) _____

COMPLAINT INFORMATION

- ☐ Trash/Litter
- ☐ Weeds/Grass
- ☐ Vehicle on PUBLIC PROPERTY (street, City parking lot or garage, etc.)
- ☐ Vehicle on PRIVATE PROPERTY (driveway, yard, field, etc.)
- ☐ Domestic Animal
- ☐ Noise
- ☐ Snow Removal
- ☐ ADA Compliance
- ☐ Road/Traffic/Potholes
- ☐ Boulevard Trees
- ☐ Park Maintenance
- ☐ Other

Nature of Complaint: _____

Date Reported: _____

REPORTING PARTY INFORMATION

Reporting Party Name: _____

Reporting Party Physical Address: _____

Reporting Party Phone: _____

Reporting Party Email: _____

CERTIFICATION

I certify that I have read and understand the following:

Any false or malicious complaint is punishable by law.

By Signing my name in the following field, I certify that the information in this complaint is true to the best of my knowledge.

Signature