

Rental Complaint Form

At least seven (7) days prior to submitting a complaint to the City, written notice of the alleged violation(s) must be given to the property owner or manager.

- 1. Has written notice of the alleged violation(s) been mailed or personally delivered to the property owner or manager? YES NO
- 2. Has the property owner or manager responded to the complaint? YES NO
- 3. Is there documentation that the complainant is party to a rental agreement at the address identified in the complaint? YES NO
- 4. Do you have a copy of the written notice provided to the property owner or manager? **YES NO**
- 5. Do you have a copy of the written response to the complaint? YES NO

Tenant Information

Name
Address
Mailing Address
Phone Number
Email Address
Owner/Manager
Owner/Manager Name
Phone Number
Please describe the alleged code violation (s)