

COMPLAINT FORM

If you have a specific complaint with regards to an incident or situation that you would like addressed, please list your name, address, telephone number, and the specific incident with the date it occurred. Your complaint will be reviewed and either forwarded to Village staff for appropriate action or explanation, or possibly scheduled for a future meeting for discussion.

NAME _____

ADDRESS _____

PHONE # _____

DATE OF INCIDENT _____

SPECIFIC INCIDENT AND COMPLAINT _____

Have you contacted the person or persons involved? _____

RECEIVED BY _____

DATE RECEIVED _____

ACTION TAKEN

FYI: WRITTEN COMPLAINTS ARE PUBLIC RECORDS
