

REMSEN



CITIZEN COMPLAINT FORM

Complete the following information so the City can investigate your complaint. Print clearly and return the completed form to City Hall.

Date: _____

Name: _____

Address: _____ Phone Number: _____

Nature of Complaint: (include date, time, place and facts of your complaint)

Explain how you feel the complaint should be resolved:

If a citation is issued you may be required to testify to the above complaint in a Court of Law.

ALL COMPLAINTS MUST BE SIGNED AND DATED TO BE CONSIDERED VALID.

Signature _____ Date _____

City Hall Office Use Only	
Received by: _____	Date _____
Department Referred to: _____	
Action Taken:	

Employee's Name: _____	
Date _____	