



## Incident/Complaint Form

Topic of Incident/Complaint: \_\_\_\_\_ Date: \_\_\_\_\_

Name, Address & Telephone \_\_\_\_\_  
Number of Person Making \_\_\_\_\_  
Complaint: \_\_\_\_\_

Nature of Complaint:  Noise/Disturbance  Assault/Threat  Other (Explain) \_\_\_\_\_  
 Vandalism  Illegal Activity \_\_\_\_\_

Date and Time of Incident/Complaint: \_\_\_\_\_  
Exact Location of Incident/Complaint: \_\_\_\_\_

Was Incident/Complaint Reported to Police?  Yes  No When? \_\_\_\_\_

Witness (other than complainant) Name, Address & Telephone: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Will Complainant and Witness Sign an Affidavit?  Yes  No

Will Complainant and Witness Testify in Court?  Yes  No

Details of Incident/Complaint (list **all** FACTS beginning with date, time, persons involved, vehicles, licenses or any other important information): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The incident/complaint described on this form is to the best of my knowledge and recollection.

Signature of Complainant: \_\_\_\_\_ Date: \_\_\_\_\_

