

For Office Use Only

SBL: _____ Date/Time: ____/____/____ Log. No. _____

Log & Return to Me Log & File in Violations Log & File Away Copy To DPW

Village of Liberty Complaint Form

Form of Complaint: Phone Letter (Attached) Personally E-Mail

Complainant: _____

Address: _____

Telephone: _____

Site Location: _____

Property Owner: _____

Nature of Complaint: _____

ACTION BY ENFORCEMENT OFFICER:

Possible violation of Section _____, Subsection _____ of the

- Village of Liberty Garbage & Rubbish Law
- Village of Liberty Recycling Law
- Residential Code of New York
- Fire Code of New York
- Property Maintenance Code of New York
- Plumbing Code of New York

Site inspected on ____/____/____ at _____ [AM/PM]

Report of Findings: _____

Action Taken:

- Order to Remedy Violation due _____
- Phone Call _____
- Appearance Ticket Issued: _____
- Referred to another department _____

Complied: _____