

SBL: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Date/Time: \_\_\_\_\_ Log # 19 - \_\_\_\_\_

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

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### Village of Liberty Complaint Form

**Form of Complaint:**

*Phone*                      *Letter (attached)*                      *Personally*                      *E-Mail (attached)*

**Complainant Name:** \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

**Site Location:** \_\_\_\_\_

**Property Owner:** \_\_\_\_\_ **Tel.#:** \_\_\_\_\_

**Nature of Complaint:**  
\_\_\_\_\_  
\_\_\_\_\_

**ACTION TAKEN BY OFFICER:**

Possible Violation of Section \_\_\_\_\_, Subsection \_\_\_\_\_ of the:

- Village of Liberty Garbage and 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 \_\_\_\_\_ / \_\_\_\_\_ / 2018 at \_\_\_\_\_ [AM/PM]

**Report of Findings:** \_\_\_\_\_  
\_\_\_\_\_

**Action Taken:**

- Order to Remedy Violation due \_\_\_\_\_
- Phone Call \_\_\_\_\_
- Appearance Ticket Issued Returnable on \_\_\_\_\_
- Referred to another department \_\_\_\_\_

<b>Complied:</b> _____	<b>Unfounded:</b> _____	<b>Other:</b> _____
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