



**CITY OF SUTHERLIN**

**CODE ENFORCEMENT COMPLAINT FORM**

A SIGNED COMPLAINT FORM IS NECESSARY BEFORE CODE ENFORCEMENT CAN INVESTIGATE, UNLESS A LIFE-THREATENING ISSUE EXISTS. **ANONYMOUS COMPLAINTS ARE NOT ACCEPTED.**

**Privacy Notice**

Complaints are public record. Before including your address, phone number, e-mail address, or other personal identifying information, be advised that the complaint, including your personal identifying information, may be made publicly available at any time. While you can ask for your personal identifying information to be withheld from public review, we cannot guarantee that we will be able to do so.

Please be aware that depending on the violation you may be required to appear in court as a witness.

**Complainant Information**

Name (required): \_\_\_\_\_

Address (required): \_\_\_\_\_

Phone (required): \_\_\_\_\_ Email (optional) \_\_\_\_\_

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**ALLEGED VIOLATION INFORMATION**

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

Violation of Description (please provide as much detail as possible)

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The municipal Code is available for reference on the City website at [www.cityofsutherlin.com](http://www.cityofsutherlin.com) . It is encouraged that citizens refer to the Municipal Code to provide a basis for a complaint, and if possible, communicate directly with the responsible party to the complaint in efforts of resolving the matter privately.

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**FOR OFFICE USE ONLY**

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Date received: \_\_\_\_\_

Complaint Type:

New Complaint

Additional Complaint on open case

Prior Compliance cases: \_\_\_\_\_

Property Tax Account \_\_\_\_\_

Site visit Date: \_\_\_\_\_

Courtesy Notification Date: \_\_\_\_\_

Violation Letter Date: \_\_\_\_\_

OTHER: \_\_\_\_\_

No violation exists at this location

Forward to Patrol

You may fax this complaint, e-mail it or drop it off in person

Fax no- 541-459-4953

E-mail- [k.page@ci.sutherlin.or.us](mailto:k.page@ci.sutherlin.or.us)