

# Codes Complaint Form

## Town of Westmoreland

100 Station Rd PO Box 310 Westmoreland, NY 13490

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Please use this form to report possible Codes or Zoning Violations you observe. Mail or return this signed form to the Codes Officer at the above address. Codes Complaints are investigated upon receipt of a signed and completed complaint alleging a violation of the Codes or zoning ordinance.

Please note: In the absence of a signed complaint or a completely filled out complaint form, a concern will be acted upon at the discretion of the Codes Officer, and only as time allows. No follow-up information can be provided in the absence of a signed complaint form.

**Date:** \_\_\_\_\_ **Date Received:** \_\_\_\_\_

**Name of Person Registering Complaint:** \_\_\_\_\_

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

**Telephone Number:** ( ) \_\_\_\_ - \_\_\_\_\_

**Signature of Complainant:** \_\_\_\_\_

**Name of person who complaint is being made on:** \_\_\_\_\_

**Location/ Address of Complaint:** \_\_\_\_\_

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

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**To Be completed by the Codes Officer:**

**Date of Inspection** \_\_\_\_\_

**Complainant Notified Date:** \_\_\_\_\_

**Signature of Codes Officer:** \_\_\_\_\_