

Village of Paddock Lake Complaint Form

Please complete the following information so that the Village can investigate your complaint.

Name: _____ Date: _____

Address: _____ Phone number: _____

If requested, will you attend a Village Board meeting to explain your complaint? Yes ___ No ___

If no, please explain why: _____

Nature of complaint: (include the date, time, place, and facts of your complaint)

Explain how you feel the complaint should be resolved:

Should a citation be issued, you may be required to testify to the above complaint in a court of law. Do you agree to so testify? Yes ___ No ___

Signature _____ Date: _____

In accordance with Village codes and State Statutes all written documents, including complaint forms are subject to open records rules. This signed complaint is a public record and may be shared with person being complained about.

All complaints must be signed and dated to be considered valid.

Village Hall Office Use Only

Received by: _____ Date: _____

Copied to: _____ Date: _____

Administrator's signature: _____ Date: _____

Follow up completed by: _____ Date: _____

Comments: _____