



RENTAL HOUSING PROGRAM COMPLAINT FORM

At least 10 days prior to submitting a complaint to the City, written notice of the alleged violation(s) to the property owner or manager is required.

- Has written notice of the alleged violation(s) been mailed or personally delivered to the owner or owner’s agent? **YES** **NO**

Please include the following information with this complaint form:

- Documentation that complainant is a party to a rental agreement at the address identified in the complaint. This may include **driver’s license, rental agreement, or billing statement.**
- A copy of the written notice provided to owner or owner’s agent (manager).

TENANT INFORMATION	
TENANT NAME	
TENANT ADDRESS	
MAILING ADDRESS	
CONTACT PHONE NUMBER	
E-MAIL	
OWNER / MANAGER INFORMATION	
OWNER / MANAGER NAME	
OWNER / MANAGER PHONE	

Please describe the alleged code violation(s):

Complainant Signature _____ Date _____

You can submit this completed form by FAX, US Mail, E-Mail or Hand Delivery to the address above.