



RENTAL PROPERTY COMPLAINT FORM

Complainant: _____

Date: _____

Address: _____

Phone #: _____

Property Address: _____

Unit #: _____

Owner Name: _____

Owner #: _____

Manager Name: _____

Manager #: _____

Do you currently live at this residence? (Y/N) _____

How long have you lived here? _____

Complaint: Please describe your complaint in complete detail, including dates and times, if available. Please use the back of this form if you need additional room.

You must include a copy of the complaint that has been previously given to the owner/landlord which shall include: the address of the premises, name of the owner, states the nature of the alleged violation and is signed by complainant. Please make sure to attach any other additional information that can be beneficial to your complaint, such as pictures of the alleged violation, or any other supporting documentation.

I understand that by filing this complaint the City of Denison will make contact with the owner/landlord of the property to investigate the problem and try to find a resolution. I also understand that the complaint filed with the City is a matter of public record and information provided herein, including name of the complainant, could be released to the owner at the time of notice. The City will make contact with the owner and/or manager within five (5) business days of the date this complaint is received. I understand that there may be some items in which the City may not be able to assist on and in those instances the City will notify me using the contact information provided above.

Signed: _____

Administrative Use Only

Complaint Received: _____

GIS Parcel #: _____

Owner Notified On: _____

Resolution: _____

Inspection Scheduled For: _____