

# Town of Ekalaka

## Complaint Report

Complainant: \_\_\_\_\_ Phone #: \_\_\_\_\_

Physical & Mailing Address:

\_\_\_\_\_

Details of Complaint/Concern:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Action Requested:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I understand that this information/report is public and will be treated as such by the Town of Ekalaka.

\_\_\_\_\_  
Signature of Complainant

\_\_\_\_\_  
Date

=====

**For use by Town Office:**

Complaint Report was received on \_\_\_\_\_ (date) by \_\_\_\_\_ (name).

Form was directed to: \_\_\_\_\_

Action to be Taken/Date of anticipated completion:

\_\_\_\_\_  
\_\_\_\_\_

Response (written/verbal/other \_\_\_\_\_) was made to complainant on \_\_\_\_\_ by \_\_\_\_\_.