Code Enforcement Complaint

This form is used to file code enforcement complaints. Please complete the information and return it for processing.
ALL SECTIONS OF THIS REPORT MUST BE COMPLETED FOR US TO PROCESS YOUR COMPLAINT. PLEASE GIVE THE FOLLOWING INFORMATION - PRINT CLEARLY AND COMPLETE THE ENTIRE FORM.

Date:	Time:	Complaint taken by:

Name of Complainant: _____ Phone: _____

Address: _____

Location of Complaint

Description of Complaint _____

_____

_____

_____

_____

_____

_____

Continued on extra sheet. _____ Complaint attachments (more description) (pictures)

========== For Office Use Only==========

Priority #	Case #	Occupant	Phone

Owner	Address	Phone

☐ Complaint Confirmed Offender Contacted Yes No	Clean Storm Water Report Needed Yes No

Date	☐ Cert. Mail	☐ In person	☐ Spouse	☐ Letter	☐ Phone	☐ Other

☐ Infraction Code Section	Code Sections

☐ First Offense (in one year)	☐ Previous Offense #	Code Sections

☐ Other	
Referred to:	Date:
Code Enforcement Officer/Inspector	

RETURN THIS FORM TO: CODE ENFORCEMENT DIVISION
525 HENRIETTA ST.
MARTINEZ, CA 94553-2394

Phone: (925) 372-3523
Fax: (925) 372-0257