



# Town of Edisto Beach

Citizen Complaint Form  
*Citizens Come First!*

Complaint # \_\_\_\_\_

Date: \_\_\_\_\_ Complaint Origination (employee/department): \_\_\_\_\_

Complainant Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone number: work \_\_\_\_\_ home: \_\_\_\_\_

Location of Complaint: \_\_\_\_\_

- Type of Complaint:  Maintenance  Parked vehicle  Building Code  Street/Sign
- Smell  Contractor  RV  Employee  Services  Property Damage  Electrical
- Plumbing  Mechanical  Noise  Sewer  Trees  Miscellaneous

Nature of Complaint: \_\_\_\_\_

## ROUTED

- Administration  Public Works  Council  Building Official
- Fire Department  Police Department  Utilities  Other: \_\_\_\_\_

Resolution: \_\_\_\_\_

Follow-up  NO  YES Date: \_\_\_\_\_ Signed: \_\_\_\_\_

Violation Issued  NO  YES Date: \_\_\_\_\_ Signed: \_\_\_\_\_

Completed  NO  YES Date: \_\_\_\_\_ Signed: \_\_\_\_\_

When complete, please forward to the Office of the Administrator.